

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
FEBRUARY 16, 2021**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 9, 2021.

Pursuant to N.J.S.A. 10:4-8(b), and N.J.A.C. 5:39-1.1 - 1.7, this meeting will be held in-person and as a remote public meeting (live-streamed) using Zoom conferencing service. Due to social distancing requirements related to Covid-19, there are limited seats for in-person attendance by members of the public. Visit the event calendar page for February 16, 2021 at www.cityofnorthfield.org to determine current seating availability. Face coverings and social distancing will be required for in-person attendance. To reserve an available seat, contact the Office of the Municipal Clerk at 609-641-2832, ext 125, no later than 2:00pm on February 16, 2021. Once all available seats have been reserved, virtual attendance will be required using a web-browser to Join the Zoom Meeting <https://us02web.zoom.us/j/84298169702> or by telephone using one tap mobile +13126266799,,84298169702# or direct dial +1 312 626 6799 using Meeting ID: 842 9816 9702. For those wishing to comment during the dedicated public comment portion of the meeting, but who may be unable to attend (in person or via Zoom), public comments may also be submitted in advance via email to mcanesi@cityofnorthfield.org or by written letter to the Office of the Municipal Clerk, 1600 Shore Road, Northfield NJ 08225, or by hand delivery to the drop box in the parking lot at the south corner of the municipal building, addressed to the attention of the Municipal Clerk. Comments shall contain the name and address of the author, will be read aloud and addressed during the remote public meeting, and must be received by 2:00pm on February 16, 2021.

FLAG SALUTE

COUNCIL ROLL CALL: Dewees, Madden, Notaro, Perri, Smith, Utts, Polistina

MAYOR: Chau

APPROVAL OF MINUTES – February 2, 2021 and February 4, 2021

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- | | |
|----------------|--|
| 48-2021 | Authorizing Refund of Overpayment of Taxes |
| 49-2021 | Authorization to Cancel Resolution No. 38-2021, and to Replace it in its Entirety, for the Purpose of Authorizing Cancellation of Taxes Pursuant to N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 on the Property Known as Block 26 Lot 5 (533 Marita Ann Drive) |
| 50-2021 | Resolution Authorizing the Award of Contract for Information Technology Service and Support, without Public Solicitation for Proposals |
| 51-2021 | Resolution of the Common Council of the City of Northfield, County of Atlantic, New Jersey Authorizing the Mayor to Execute a License Agreement |

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
FEBRUARY 16, 2021**

- 52-2021** To Approve an Application for Use of Facilities
- 53-2021** Resolution of the Common Council of the City of Northfield, County of Atlantic, New Jersey Authorizing the Mayor to Execute a License Agreement
- 54-2021** A Resolution Concerning the 2nd Amendment
- 55-2021** A Resolution Providing for an Executive Session not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(b)7 Regarding Litigation and Matters Falling within the Attorney Client Privilege Requiring Confidentiality

ORDINANCES

- 1-2021** Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a: 4-45.14)
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 02/20/2021
- 2-2021** Ordinance Providing for and Establishing Salary Ranges of Officers and Employees of the City of Northfield and Repealing All Ordinances Heretofore Adopted, the Provisions of Which are Inconsistent Herewith
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 02/20/2021

PAYMENT OF BILLS \$ 1,690,119.13

MEETING NOTICES

City Council Budget Workshop	February 25 th	3pm
City Council	March 2 nd	6pm Work Session Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 48-2021**

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

BE IT RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that refunds for overpaid taxes pursuant to the following are hereby authorized:

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
CoreLogic Centralized Refunds Attn: Refund Department P.O. Box 202 Coppell, TX 75019-9760	2	4	6 Cara Court	\$3,164.55
	62	7	403 Dahlia Street	\$1,577.94
	89	5	11 Forrest Drive	\$1,612.62
Total Amount of Refund:				\$6,355.11
REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Ruth Elizabeth Keck-Ryon 600 Lake Avenue Northfield, NJ 08225	53	9	600 Lake Avenue	\$1,823.50
Total Amount of Refund:				\$1,823.50

BE IT FURTHER RESOLVED, that the Chief Financial Officer and other appropriate officials be and they are herewith authorized to sign the checks to accomplish the refunds authorized.

Michele L. Kirtsos, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 49-2021**

**AUTHORIZATION TO CANCEL RESOLUTION NO. 38-2021, AND TO
REPLACE IT IN ITS ENTIRETY, FOR THE PURPOSE OF
AUTHORIZING CANCELLATION OF TAXES PURSUANT TO N.J.S.A.
54:4-3.30 & N.J.S.A. 54:4-3.32 ON PROPERTY KNOWN AS BLOCK 26
LOT 5 (533 MARITA ANN DRIVE)**

WHEREAS, Resolution No. 38-2021, adopted by the Common Council of the City of Northfield on February 2, 2021, contained incorrect information regarding property taxes refundable on the property known as Block 26 Lot 5, also known as 533 Marita Ann Drive; and

WHEREAS, the purpose of this Resolution is to cancel Resolution No. 38-2021, without effect, and to replace it in its entirety, to adjust the records of the Tax Collector; and

WHEREAS, Gary Speed acquired title to Block 26 Lot 5 (533 Marita Ann Drive) on September 28, 2020; and

WHEREAS, Gary Speed is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(b).

WHEREAS, there are taxes assessed on Block 26 Lot 5 (533 Marita Ann Drive) for calendar year 2020, which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a).

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

1. Resolution No. 38-2021 be and is hereby canceled, and had no effect on the records of the Tax Collector
2. Under the authority of this Resolution, the Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 26 Lot 5 (533 Marita Ann Drive) as follows due to the fact that said property is exempt:

\$2,193.70 for calendar year of 2020

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 50-2021**

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR
INFORMATION TECHNOLOGY SERVICE AND SUPPORT, WITHOUT
PUBLIC SOLICITATION FOR PROPOSALS**

WHEREAS, the City of Northfield has a need for the services of an information technology service and support provider as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one (1) year and may be extended two (2) times as approved by this governing body; and

WHEREAS, Ocean Computer Group, 90 Matawan Road, Suite 105, Matawan, NJ 07747, has submitted a proposal indicating they will provide the information technology service and support for an annual fee of \$19,800, plus a one-time setup fee of \$1,650; and

WHEREAS, the value of the contract shall not exceed \$27,000; and

WHEREAS, Ocean Computer Group has completed and submitted a Business Entity Disclosure Certification which certifies that Ocean Computer Group has not made any reportable contributions to a political or candidate committee in the City of Northfield in the previous one year, and that the contract will prohibit the Ocean Computer Group from making any reportable contributions through the term of the contract, and

WHEREAS, Certification of the Availability of funds has been received from the Chief Finance Officer and funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against line 1-01-20-100-203.

NOW THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield authorizes the Chief Financial Officer to enter into a contract with Ocean Computer Group as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 51-2021**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY AUTHORIZING
THE MAYOR TO EXECUTE A LICENSE AGREEMENT**

WHEREAS, the City of Northfield and its employees, public works and otherwise, require temporary rights of pedestrian access, ingress and egress over and upon private Block 92, Lot 29 in order to maintain City owned Block 92, Lot 31; and

WHEREAS, the owner of private Block 92, Lot 29 has verbally granted the City of Northfield with temporary rights of pedestrian access, ingress and egress over and upon private Block 92, Lots 29 in order to maintain City owned Block 92, Lot 31; and

WHEREAS, the City and the owner of private Block 92, Lot 29 want to memorialize, in writing, the grant of permission to the City of Northfield of temporary rights of pedestrian access, ingress and egress over and upon private Block 92, Lot 29 in order to maintain City owned Block 92, Lot 31 by way of the License Agreement attached hereto; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, that the Mayor is hereby authorized and directed to execute the License Agreement attached hereto on behalf of the City of Northfield.

I, MARY CANESI, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

LICENSE AGREEMENT

This License Agreement (the "License ") is made this 16th day of February, 2021, by and between the City of Northfield ("City"), by and through Erland Chau, and Mason Properties, LLC.

WITNESSETH:

WHEREAS, the City is the owner of that certain parcel of real property known and designated as Block 92, Lot 31 on the Tax Map of the City of Northfield, Atlantic County, New Jersey (the "City Property"), which property is presently unimproved but requires periodic maintenance; and

WHEREAS, Mason Properties, LLC is the owner of that certain parcel of real property known and designated as Block 92, Lot 29 (1823 Wabash) on the Tax Map of the City of Northfield, Atlantic County, New Jersey (the "Mason Properties, LLC Property"), which property is adjacent to the City Property; and

WHEREAS, the City requires, and Mason Properties, LLC agrees to provide, temporary rights of pedestrian access, ingress and egress over and upon the Mason Properties, LLC Property in order to maintain the City Property.

WHEREAS, it is Mason Properties, LLC' independent desire to grant to the City temporary rights of and pedestrian access, ingress and egress over and upon the Mason Properties, LLC Property in order to maintain the City Property;

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration, Mason Properties, LLC agrees that the City is hereby granted temporary rights of pedestrian access, ingress and egress over and upon the Mason Properties, LLC Property in order to maintain the City Property starting on February 17, 2021 and ending on April 17, 2021.

The parties covenant for themselves, and all of their successors in right, title and interest, as follows:

1. GRANT OF LICENSE. Mason Properties, LLC hereby grants to the City temporary rights of pedestrian access, ingress and egress over and upon the Mason Properties, LLC Property in order to maintain the City Property a temporary license to use the Mason Properties, LLC Property.

2. PERMITTED USE. The City is hereby permitted temporary rights of pedestrian access, ingress and egress over and upon the Mason Properties, LLC Property in order to maintain the City Property a temporary license to use the Mason Properties, LLC Property. Use shall commence no earlier than 8:00 a.m. and shall cease no later than 5:00 p.m.

3. TERM OF LICENSE. The term of this License is for 60 days commencing on February 17, 2021 and ending on April 17, 2021. April 17, 2021, this license agreement shall automatically terminate and the City shall immediately cease any permitted use hereunder, repair all damage resulting from the City's use of the Mason Properties, LLC Property and reasonably restore the Mason Properties, LLC Property to its good condition as it existed prior to the date of this agreement.

4. FEE & PAYMENT. The consideration of this agreement shall be \$1.00 and other good and valuable consideration, receipt of which is acknowledged.

5. ENTIRE AGREEMENT. This agreement constitutes and contains the entire agreement between the parties with regard to the use of the Mason Properties, LLC Property. There are no other understandings or agreements between the parties other than are set forth in this written document. The parties may not change, amend or modify this agreement unless the change, amendment or modification is in writing and signed by both parties.

6. SIGNATURES. The parties agree that this agreement may be transmitted and delivered between them by facsimile machine (fax). The parties intend that faxed signatures constitute original signatures and that a faxed agreement containing the signatures (original or faxed) of all parties is binding on all parties.

LICENSOR:

February __, 2021

Mason Properties, LLC

LICENSEE:

The CITY OF NORTHFIELD, NJ

February __, 2021

By: _____

ERLAND CHAU

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 52-2021**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Dr. Ryan Buccafurni has properly submitted an Application for Use of Facilities requesting use of the Boys Farm League Baseball Field on Sundays, February 21st - July 11th, from 12pm until 2pm; and

WHEREAS, Dr. Ryan Buccafurni has presented this request on behalf of Baseball Performance Center, 8U Travel Baseball; and

WHEREAS, the President of the Northfield Little League has advised that the field use request can be granted.

THEREFORE, BE IT RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Dr. Ryan Buccafurni subject to the full execution of the Use of Facilities Agreement, and compliance with its terms and conditions, the terms and conditions of the current Use of Facilities Guidelines and the representations made in the subject Applications for Use of Facilities.

BE IT FURTHER RESOLVED, the approval herein is contingent upon the baseball facilities being open for use on the dates requested.

BE IT FURTHER RESOLVED, the decision open or close the baseball facilities to the public for use shall be solely at the discretion of the City of Northfield; and

BE IT FURTHER RESOLVED, the approval granted pursuant to this Resolution may be rescinded at any time at the sole discretion of the City of Northfield.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk



CITY OF NORTHFIELD

Application for Use of Facilities

Name and Address of Organization: Baseball Performance Center
(BPC) 18 Devins Lane, Pleasantville, NJ 08232

Tell Us Who You Are / Description and Purpose of Organization: BPC 8 & Under travel baseball team
The purpose is to gather a travel baseball team & primarily Northfield residents to coach, teach, & play baseball.

Is the Group a Not-For-Profit Organization? Yes ~~No~~

Do Participants Pay a Fee for Your Sport / Event? Yes ~~No~~

If Yes, How Much? \$ 500 per: Person Day Season (other)

Name of Applicant / Responsible Party: Ryan Buchhorn Title/Affiliation Head Coach

Home Address: 2100 Grove Rd.

Telephone: (H) [REDACTED] (C) [REDACTED] (W) SAME

Name and Location of Facility(ies) Being Requested: farm league field

For the Following Purpose: for baseball games & practice farm league

on the Following Date(s): Feb 17 - July 11, every Sunday between those months

Specify Hours of Use: From: 12:00 pm To: 8 pm Are Field Lights Requested*? NO

*If Yes, Provide Dates / Times for Requested Light Use: 8pm

**LIGHT USE FEE APPLIES, IN ACCORDANCE WITH CHAPTER 250-3 OF THE CITY OF NORTHFIELD MUNICIPAL CODE*

of Participants per Date: 17 # of Participants who are Northfield Residents: 11

Will Juveniles be Present? Yes ✓ No _____ If Yes, What Ages? 8 & under

Applicant **MUST** submit names, addresses, & telephone # of all coaches / chaperones along with the application

Have You Applied to Other Municipalities for Use of their Facilities for this Event? _____ Yes ✓ No

If Yes, Name of Municipality/ies: _____

Date/s and Disposition of Request/s: _____

Applicant has received a copy of the *City of Northfield Use of Facilities Guidelines and Use of Facilities Agreement* and agrees to abide by and comply with the terms of that Agreement. Applicant further acknowledges that **IF THE INTENDED USE IS FOR ANY ATHLETIC FIELD**, s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.

NO ALCOHOLIC BEVERAGES PERMITTED

APPLICANT: Ryan Buchhorn DATE: 1/21/21
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

Shannon Campbell

From: Ryan Buccafurni <[REDACTED]>
Sent: Monday, January 25, 2021 3:51 PM
To: Shannon Campbell
Subject: Coaches

Thanks so much Shannon!

Christopher Graves
26 Jack Sloan Ct.
Northfield
[REDACTED]

Daniel Kern
500 Blue Bell drive
Northfield
[REDACTED]

Erik Erik Thomas
709 5th Avenue
Galloway NJ 08205

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 53-2021**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY AUTHORIZING
THE MAYOR TO EXECUTE A LICENSE AGREEMENT**

WHEREAS, the City of Northfield and its employees, public works and otherwise, require temporary rights of pedestrian access, ingress and egress over and upon private Block 40, Lot 21(1633 New Road) in order to maintain City owned Block 40, Lot 17.01; and

WHEREAS, the owner of private Block 40, Lot 21 has verbally granted the City of Northfield with temporary rights of pedestrian access, ingress and egress over and upon private Block 40, Lot 21 in order to maintain City owned Block 40, Lot 17.01; and

WHEREAS, the City and the owner of private Block 40, Lot 21 want to memorialize, in writing, the grant of permission to the City of Northfield of temporary rights of pedestrian access, ingress and egress over and upon private Block 40, Lot 21 in order to maintain City owned Block 40, Lot 17.01 by way of the License Agreement attached hereto; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, that the Mayor is hereby authorized and directed to execute the License Agreement attached hereto on behalf of the City of Northfield.

I, MARY CANESI, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

LICENSE AGREEMENT

This License Agreement (the "License ") is made this 16th day of February, 2021, by and between the City of Northfield ("City"), by and through Erland Chau, and Glenn Weeks.

WITNESSETH:

WHEREAS, the City is the owner of that certain parcel of real property known and designated as Block 40, Lot 17.01 on the Tax Map of the City of Northfield, Atlantic County, New Jersey (the "City Property"), which property is presently unimproved but requires periodic maintenance; and

WHEREAS, Weeks is the owner of that certain parcel of real property known and designated as Block 40, Lot 21 (1633 New Road) on the Tax Map of the City of Northfield, Atlantic County, New Jersey (the "Weeks Property"), which property is adjacent to the City Property; and

WHEREAS, the City requires, and Weeks agrees to provide, temporary rights of pedestrian access, ingress and egress over and upon the Weeks Property in order to maintain the City Property.

WHEREAS, it is Weeks' independent desire to grant to the City temporary rights of and pedestrian access, ingress and egress over and upon the Weeks Property in order to maintain the City Property;

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration, Weeks agrees that the City is hereby granted temporary rights of pedestrian access, ingress and egress over and upon the Weeks Property in order to maintain the City Property starting on February 17, 2021 and ending on April 17, 2021.

The parties covenant for themselves, and all of their successors in right, title and interest, as follows:

1. GRANT OF LICENSE. Weeks hereby grants to the City temporary rights of pedestrian access, ingress and egress over and upon the Weeks Property in order to maintain the City Property a temporary license to use the Weeks Property.
2. PERMITTED USE. The City is hereby permitted temporary rights of pedestrian access, ingress and egress over and upon the Weeks Property in order to maintain the City Property a temporary license to use the Weeks Property. Use shall commence no earlier than 8:00 a.m. and shall cease no later than 5:00 p.m.
3. TERM OF LICENSE. The term of this License is for 60 days commencing on February 17, 2021 and ending on April 17, 2021. April 17, 2021, this license agreement shall automatically terminate and the City shall immediately cease any permitted use hereunder, repair all damage resulting from the City's use of the Weeks Property and reasonably restore the Weeks Property to its good condition as it existed prior to the date of this agreement.
4. FEE & PAYMENT. The consideration of this agreement shall be \$1.00 and other good and valuable consideration, receipt of which is acknowledged.
5. ENTIRE AGREEMENT. This agreement constitutes and contains the entire agreement between the parties with regard to the use of the Weeks Property. There are no other understandings or agreements between the parties other than are set forth in this written document. The parties may not change, amend or modify this agreement unless the change, amendment or modification is in writing and signed by both parties.
6. SIGNATURES. The parties agree that this agreement may be transmitted and delivered between them by facsimile machine (fax). The parties intend that faxed signatures constitute original signatures and that a faxed agreement containing the signatures (original or faxed) of all parties is binding on all parties.

February __, 2021

LICENSOR:

Glenn Weeks

February __, 2021

LICENSEE:

The CITY OF NORTHFIELD, NJ

By: _____
ERLAND CHAU

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 54-2021**

RESOLUTION CONCERNING THE SECOND AMENDMENT

WHEREAS, the Second Amendment of the United States Constitution reads: “A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.”; and

WHEREAS, upon information and belief, the State of New Jersey was the first state to ratify the Bill of Rights; and

WHEREAS, while the Common Council for the City of Northfield fully supports and promotes gun safety and lawful gun ownership and use, it is opposed to any legislation that could have the effect of infringing on the rights of law-abiding citizens to keep and bear arms and that may be contrary to those rights provided by the Second Amendment of the United States Constitution.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield opposes any legislation that is inconsistent and contrary to the rights provided by the Second Amendment of the United States Constitution.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 55-2021**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS
OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-
12b(7) REGARDING LITIGATION AND MATTERS FALLING WITHIN
THE ATTORNEY CLIENT PRIVILEGE REQUIRING
CONFIDENTIALITY**

WHEREAS, the Common Council of the City of Northfield is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act, NJSA 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Common Council of the City of Northfield to discuss in a session not open to the public certain matters relating to potential litigation and matters falling within the attorney client privilege requiring confidentiality.

WHEREAS, the purpose of this meeting is to discuss certain sewer capacity issues in connection with a potential Mt. Laurel project which require privileged and confidential legal advice from the City's Special Mount Laurel counsel.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that Council move into Executive Session, closed to the public.

IT IS FURTHER RESOLVED that the deliberations conducted in closed session may be released when a decision with respect to the matter has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to Court protection or subject to attorney-client privilege shall not be disclosed.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 16th day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S REPORT



SchaefferNassarScheidegg Consulting Engineers, LLC

David S. Scheidegg, PE, PP, CME, CPWM, CFM
Andrew F. Schaeffer, PE, PP
Rami N. Nassar, PE, PP, CME
Howard A. Transue, PLS

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

ENGINEERING MEMORANDUM

TO: Mayor and City Council, City of Northfield
1600 Shore Road
Northfield, NJ 08225

FROM: Rami Nassar, PE, PP, CME *RN*
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

SUBJECT: Engineers Report for February 16, 2021

DATE: February 12, 2021

PROJECTS:

NF13-00 Atlantic County Improvement Authority (ACIA) Redevelopment Initiative Grant

The ACIA Grant will establish Redevelopment Initiative for the City of Northfield, previously an application was submitted to ACIA, the County Requested additional information, our office submitted the information back in 2019, (1-19-2020) Requested an update from Mr. Bob McGuigan regarding this grant. **(2-12-2021) Nothing new to report.**

NF13-03 South Jersey Gas (SJG) High Pressure Gas Main Infrastructure Program

For the past 6 years the South Jersey Gas Company worked on upgrading their infrastructure throughout the Municipality, most of the work was finished last year. We are working with the Contractor to schedule the remaining paving repairs. There are no new projects scheduled within Municipal Roads. **(2-12-2021) Nothing new to report.**

NF13-00 Catherine Place and Flow Issues with ACUA

I received the pipe inspection report from the ACUA for the gravity system in the Municipality, the existing sewer mains were lined approximately 15 years ago, only few areas were damaged, and the contractor repaired these areas, according to the report, ground water infiltration was minimal. (1-19-2020) we did not receive any additional information since February 18, 2020. **(2-12-2021) Nothing new to report.**

NF13-40 Reconstruction of Shepherd Drive and North Shepherd Drive (Municipal Aid FY 2019)

The City was approved for \$ 285,000.00 from the NJDOT 2019 grants for the reconstruction of Shepherd Drive and North Shepherd Drive. We are working on the design plans. We received the NJDOT concurrence for the design and design specifications. We received only one bid for the base and alternate bids in the amount of \$358,375.00. Due to the weather the project is on hold until March 2020. The Contractor is scheduled to start the concrete work around the second week in April 2020, with anticipated project completion in mid-May. (4-24-2020) The Contractor is mobilizing today to start the concrete work on Monday the 27th. (5-8-2020) Contractor finished all the concrete work and paving is tentatively scheduled for the week of May 18th. (5-22-2020) The contractor is scheduled to complete the paving starting June 9th. (6-12-2020) The contractor started to mobilize paving equipment to start the paving portion of this project on Monday the 15th and with anticipated date for completion on the 20th. (7-10-2020) during the reconstruction of the road, a drainage pipe collapsed along North Shepherd

Drive the corrugated aluminum pipe was not installed properly and did not have the proper cover on top it, the Contractor replaced the 15" pipe with 8" ductile iron pipe. The final pavement has completed, the contractor is working on restoration and cleanup. We had an issue with the resident at 2009 Shepherd Drive the landscaping was almost 3' over the paving when the contractor was milling the road, he requested that we get the 3 rhododendrons bushes trimmed back away from the street, Public works did the work and the resident sent a complaint and is requesting to get reimbursed \$1,500 to replace the three bushes, the homeowner failed to comply the property maintenance ordinance (215-47). (8-7-2020) I met with the Contractor to delineate the problematic areas, the Contractor needs to reconstruct an approximately 20' of the concrete gutter and mill and pave approximately 400' to correct the drainage problems. (8-28-2020) the Contractor started the repair work along Shepherd Drive should be finished by next week. (9-11-2020) Contractor started the asphalt repair should be completed by the 15th. (10-2-2020) All repair work has been completed. (10-16-2020) we approved payment # 3 for the contractor, we ordered the core samples and working with contractor on the final change order. (11-20-2020) we are in the process of getting core sample, so we can start closing out this project. (1-14-2021) waiting on the results from the testing company. **(2-12-2021) Scheduled the final inspection with the NJDOT Representative for February 20th.**

NF13-37 Municipal Building Parking Lot Paving and ADA Upgrade

We are in the process of designing the necessary ADA upgrade to the municipal building rear entrance, paving and restriping the parking lot. The Municipality will utilize the Atlantic County Improvement Authority Grant to finance portion of the project. We added the Library parking lot to the project, and we are working on the field survey. The bid package was not acceptable due to the CCBG funding the bid documents must meet the federal bid guidelines. I met with Bob McGuigan, got all required information, which must be included within the bid package, we will revise the documents accordingly and forward it to him for final approval. Nothing new to report. (4-24-2020) I will get the bid package to the Clerk's office for council review and authorization to go out to bid by May 4th. (5-22-2020) Plans and bid package is at the Clerk's office for Council member review, waiting on the Council authorization to proceed with the bidding process. (6-12-2020) The bid was advertised on June 10th with opening scheduled for July 7th. (7-10-2020) we received two bids only and the I sent a letter recommending to the reject the bids and bid the parking lots and ADA improvements separately. (8-7-2020) Bid packages are completed and will advertise the projects within a week. (9-11-2020) Project has been advertised with bid opening on October 1st. (10-2-2020) We received bids for the project, based on preliminary review of the bid packages the paving portion of the project came in at \$121,700 and the ADA improvement portion came in at \$149,400 the total cost will be \$271,100 way less than the previous low bid amount of \$433,000. (10-16-2020) we prepared the award recommendations for the paving and the ADA upgrade portions of the project for Council's approval. (11-6-2020) We had a pre-construction meeting for the City Hall ADA ramp project, it is anticipated the project will be completed by the end of January 2021 subject to weather. (11-20-2020) working with the contractor on the ramp shop drawing and getting a price to remove the existing tower. (12-11-2020) All shop drawings and all submittals have been approved the contractor ordered the ramp, I got 2 quotes to remove the tower waiting on the third quote. (1-14-2021) contractor started the work on January 4th and cell tower is being removed on the 15th. (1-28-2021) The contractor will start the foundations next week. **(2-12-2021) Concrete work is on hold due to the weather.**

NF13-43 Asset Management Plan

Work has been started on different components of the plan. North American Pipe, LLC has been contracted to video the sewer main along Tilton Road from the manhole by Little Italy Restaurant at Burton Avenue to the manhole at Maple Ave. and Roosevelt Ave. we found a major sewer main break at the intersection of Tilton and Burton causing major roadway settlement, also Infra Structurer Assessment, LLC started to inventory the sewer system. We are working on completing the sanitary sewer system inventory. I will be meeting with Public Works Director on March 9, 2020 to go over portion of the plan and to determine the section sewer main that needs to be inspected. We are finalizing the list for the portion of the sewer main to be videoed. Waiting to hear back from Contractor if able to work. (10-16-2020) working on the schedule to move forward with to video portion of the sanitary sewer pipes. **Nothing new to report.**

NF13-27 Grant Applications:

(5-22-2020) working on the 2021 Municipal Aid Grants for the reconstruction and widening of Merritt Drive, portion of Ridgewood Drive and possible drainage system upgrade. Also, I received an email from the ACIA stating that the municipality does not qualify for CDBG for recreational use (we do not meet the LMI requirements as set by HUD) the only project we can apply for are ADA compliance or projects for Senior Citizen. (6-12-2020) Finalizing the Municipal Aid Grant application for Merritt Drive and working on the CDBG grant to upgrade ADA access to the picnic area at Birch Grove Park. (7-10-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 24th. Grant Application was submitted November 24, 2020. **(2-12-2021) Nothing new to report.**

NF13-03 New Jersey American Water Company System Upgrade:

(1-19-2020) Multiple water main upgrade projects were completed last year, so far there are no new project scheduled within the Municipal Roadways. **(2-12-2021) Nothing new to report.**

NF13-03 Street Opening:

(2-12-2021) No street opening permits were processed.

NF13-44 2020 Local Road Paving Program

(10-2-2020) This project originally included portion of Second Street, Portion of Franklin Avenue, portion of Fairbanks Avenue, Portion of Bates Avenue, Portion of Maple Avenue including drainage, Half width Haddon Avenue, portion of Wabash Avenue, Half width of portion of Ridgewood Avenue, Half width of portion of Glencove Avenue. During the design process a portion of Cedar Bridge, Cedar Spring Court and the re-alignment of Birch Grove Park Road were added to the scope of this project, design plan and bid packages will be ready for Council's review and approval at the October 20th meeting. (10-16-2020) bid package and plans needed additional revisions and was not completed on time for the Council's approval at this meeting, package will be ready for the next Council meeting. (11-6-2020) Bid package was delivered to the Clerk's Office; we are requesting an authorization to proceed with the bid. (11-20-2020) Bid opening is set for December 10th. (12-11-2020) We received 6 bids and the lowest bid was from South State, Inc. in the amount of \$527,756.00, the recommendation of award is on the Council's agenda for approval for this meeting. (1-14-2021) we had the pre-construction meeting on the 11th, the contractor tentatively will start the drainage component of the project in February. **(2-12-2021) Nothing new to report.**

NF13-45 Reconstruction of Fuae Avenue (Municipal Aid FY 2020)

(5-22-2020) The City was approved for \$ 290,000.00 from the NJDOT 2020 grants for the reconstruction of Fuae Avenue between Zion Road and Dolphin Avenue. The design plan has been completed; we sent the design plans and the bid package to the NJDOT for their concurrence for the design and specifications. Also, we have dropped off a complete package at the Clerk's Office for Council Member review and approval. (6-12-2020) We received a letter from the NJDOT requiring minor revisions to the bid package, we are working to get the changes finished and sent back to the DOT by June 16th. (7-10-2020) Project has been advertised for August 4th bid opening. (8-7-2020) We received 4 bids the lowest bidder was Hackney Concrete, Inc (\$302,112.80) the estimated project budget was \$300,000.00 and a Recommendation of Award was sent to Council for approval. (8-28-2020) waiting on the NJDOT concurrence with the bid award, so we can move forward with the construction. (9-11-2020) We received the concurrence from the NJDOT, and the per-construction meeting will be held on the 14th. (10-2-2020) Nothing new to report. (10-16-2020) Contractor is starting the concrete work on Monday the 19th. (11-6-2020) Contractor started the concrete portion of the project. (11-20-2020) The concrete portion of the project will be completed by November 24th and the paving portion is scheduled for the first week in December subject to the weather. (12-11-2020) All concrete and drainage work have been completed, the paving contractor is scheduled

for the week of the 14th the Contractor submitted Payment Request # 2. (1-14-2021) the paving portion of the project is on hold until this spring to ensure proper paving. **(2-12-2021) Nothing new to report.**

NF13-48 Reconstruction of Merritt Dr. and p/o of Ridgewood Dr. (Municipal Aid FY 2021)

On November 16, 2020, The City was selected to receive \$ 310,000.00 from the NJDOT Fiscal Year 2021 Municipal Aid Program the Reconstruction of Merritt Drive and portion of Ridgewood Drive between Route 9 and Wabash Avenue. Nothing New to report. (1-14-2021) we started the project design. **(2-12-2021) Nothing new to report.**