

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
APRIL 6, 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 April 6, 2021 at [www.cityofnorthfield.org](http://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 4:00pm on April 6, 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/83690097198> or by telephone using one tap mobile +13017158592,,83690097198# or direct dial +1 301 715 8592 using Meeting ID: 836 9009 7198. 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](mailto: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 April 6, 2021.

**FLAG SALUTE**

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

**MAYOR:** Chau

**APPROVAL OF MINUTES** – March 16, 2021

**MAYOR'S REPORT**

**CITY ENGINEER'S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 75-2021**      A Resolution Awarding the Contract to Inspira Health Network, Inc. for Shared Emergency Medical Services in the City of Linwood and the City of Northfield
- 76-2021**      Authorizing the Appointment of a COAH Attorney as Special Counsel in Accordance with N.J.S.A. 40A:11-5 (1) as a Professional Service

## CITY OF NORTHFIELD COUNCIL MEETING AGENDA APRIL 6, 2021

- |                |  |
|----------------|--|
| <b>77-2021</b> | Request to the County of Atlantic to Use County Roads for Parades and Other Functions  |
| <b>78-2021</b> | A Resolution Amending Resolution 190-2020, Approving Participation with the State of New Jersey Federal Grant Program Administered by the Department of Law and Public Safety, Office of the Attorney General  |
| <b>79-2021</b> | To Authorize the City of Northfield Police Department to Submit an Application to, and Enter into an Agreement with, the Department of Law and Public Safety, Office of the Attorney General, to Participate in the State's Body-Worn Camera Grant Program |
| <b>80-2021</b> | Amending Resolution No. 41-2021, Recognizing Members of the Northfield Volunteer Fire Company  |
| <b>81-2021</b> | Work Change Order No. 1 – Final ‘FY 2019 Reconstruction of Shepherd Drive and North Shepherd Drive’  |
| <b>82-2021</b> | Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2021 – June 2022   |
| <b>83-2021</b> | A Resolution Memorializing a Grant Application Submitted by the Northfield Police Department for a ‘Cops in Shops’ Grant from the New Jersey Division of Alcoholic Beverage Control - Grant #A1-21-45-05-04  |
| <b>84-2021</b> | A Resolution to Cancel Grant Balances  |

## ORDINANCES

- |                      |  |
|----------------------|--|
| <p><b>3-2021</b></p> | <p>An Ordinance Amending Section 215 of the Code of the City of Northfield<br/>         Governing Land Use and Development<br/> <i>2<sup>nd</sup> Reading / Public Hearing / Final Consideration</i><br/> <i>Published in the Press of AC 04/10/2021</i></p>                               |
| <p><b>4-2021</b></p> | <p>Amending Chapter 111 of the City of Northfield Municipal Code, Entitled Vehicles<br/>         and Traffic<br/> <i>Introduction / No Public Input / Published in the Press of AC 04/10/2021</i><br/> <i>2<sup>nd</sup> Reading / Public Hearing / Final Consideration 04/20/2021</i></p> |

## **PAYMENT OF BILLS**

**\$2,035,624.77**

## **MEETING NOTICES**

**City Council**

April 20<sup>th</sup>

**6pm Work Session**  
**Regular Session immediately following**

## ADJOURNMENT

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 75-2021**

**A RESOLUTION AWARDING THE CONTRACT TO INSPIRA HEALTH  
NETWORK, INC. FOR SHARED EMERGENCY MEDICAL SERVICES  
IN THE CITY OF LINWOOD AND THE CITY OF NORTHFIELD**

**WHEREAS**, the City of Linwood received proposals for shared emergency medical services in the City of Linwood and the City of Northfield, under an Agreement for a Cooperative Pricing System with the City of Northfield, on March 3, 2021; and

**WHEREAS**, the proposals have been reviewed and a recommendation has been made by the EMS Chair David Notaro and Shared Services Chair Brian Smith to award the shared emergency medical services contract to Inspira Health Network, Inc.;

**WHEREAS**, the governing body of the City of Linwood did award the contract for shared emergency medical services in the City of Linwood and the City of Northfield at their Regular Meeting held on March 24, 2021 to Inspira Health Network, Inc.

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield concurs that the Contract for shared emergency medical services in the City of Linwood and the City of Northfield be and is hereby awarded, under an Agreement for a Cooperative Pricing System with the City of Northfield, to Inspira Health Network, Inc., 600 Cedar Street, Millville, New Jersey 08332, for a term of three years at no cost to the City of Northfield, as set forth in the proposal submitted, which is attached hereto and incorporated herein.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Inspira Health Network, Inc. in accordance with the terms and conditions set forth in the proposal submitted.

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 6<sup>th</sup> day of April, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this this 6<sup>th</sup> day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 76-2021**

**AUTHORIZING THE APPOINTMENT OF A COAH ATTORNEY AS  
SPECIAL COUNSEL IN ACCORDANCE WITH N.J.S.A. 40A:11-5 (1) AS  
A PROFESSIONAL SERVICE**

**WHEREAS**, the need exists to continue to employ a Special Counsel to assist the City and its legal counsel in helping the City address its responsibilities with respect to its affordable-housing obligations in any proceeding involving (a) the New Jersey Council on Affordable Housing ("COAH"), and/or (b) a New Jersey court of competent jurisdiction; and

**WHEREAS**, the Common Council of the City of Northfield wishes to employ the services of Surenian, Edwards, and Nolan, LLC, 707 Union Avenue, Suite 301, Brielle, New Jersey, 08730.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that the Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with Surenian, Edwards, and Nolan, LLC, LLC, 707 Union Avenue, Suite 301, Brielle New Jersey, 08730, in accordance with the terms of the Agreement incorporated herein as Exhibit A, in an amount not to exceed \$5,000.00. This amount is based on a reasonable estimate of services required, and the City of Northfield is not obligated to spend the entire amount.

**BE IT FURTHER RESOLVED**, that certification of funds has been received from the Municipal Finance Officer and that 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 01-21-155-200.

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 6<sup>th</sup> day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

## **Resolution No. 76-2021, Exhibit A**

### **CONTRACT FOR PROFESSIONAL SERVICES**

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This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by and between:

**City of Northfield, a Municipal Corporation of the State of New Jersey**  
1600 Shore Road  
Northfield, New Jersey 08225

Hereinafter referred to as "City"

And: **Surenian, Edwards & Nolan LLC**  
707 Union Avenue, Suite 301  
Brielle, New Jersey 08730

Hereinafter referred to as "Special Counsel", "Contractor" or "Firm".

#### **WITNESSETH:**

1. City hereby appoints and employs the Special Counsel to assist the City and its legal counsel in helping the City address its responsibilities with respect to its affordable-housing obligations in any proceeding involving (a) a New Jersey court of competent jurisdiction, and/or (b) the New Jersey Council on Affordable Housing ("COAH").

2. Special Counsel shall bill the City at the following rates:

- (a) \$190.00 per hour for all time spent by Jeffrey R. Surenian or partners;
- (b) \$175.00 per hour for all time spent by an attorney with at least ten years of experience as a lawyer;
- (c) \$165.00 per hour for all time spent by an attorney with less than 10 years experience
- (e) \$75.00 per hour for all paralegal work.

3. City shall pay all disbursements incurred by Firm, at the Firm's normal rate, such as, but not limited to, photocopying and printing charges (at \$0.25 per page); facsimile charges (at \$1.00 per page); telephone charges; travel expenses (at standard IRS rate, plus tolls); scanning charges (at \$0.25 per page); messenger fees; postage, filing fees; recording fees, etc.

4. Special Counsel shall bill City on a monthly basis. The City has budgeted a not to exceed amount of \$5,000. In the event that the bills exceed the amount budgeted, City shall either make another appropriation or advise Special Counsel to stop work immediately.

5. City shall pay all bills within forty-five (45) days from date mailed.

6. As a prerequisite to payment, Special Counsel shall complete and execute vouchers provided by the City, which Firm shall be free to submit with each bill, so that said bill may be paid upon approval.

7. Attached hereto and incorporated herein are:

**Exhibit 1**

Mandatory Affirmative Action Compliance Notice N.J.S.A. 10:5-31 and N.J.A.C. 17:27; Appendix A Americans with Disabilities Act of 1990 Equal Opportunity for Individuals with Disability; and Mandatory Equal Employment Opportunity Language N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127) N.J.A.C. 17-27;

**Exhibit 2**

State of New Jersey Business Registration Certificate; Certificate of Employee Information Report; Workers Compensation and Employers Liability Policy; and Business Entity Disclosure Certification; and

**Exhibit 3**

Certificates of Good Standing for Jeffrey R. Surenian, Erik C. Nolan, Michael J. Edwards, Nancy L. Holm and Christine M. Faustini, Nancy L. Holm

8. Any portion or clause of this Agreement that is deemed unenforceable shall be severed from this Agreement with the surviving portion remaining in full force and effect.

9. The terms of this Contract shall be in effect from May 1, 2021 to April 30, 2022.

CITY OF NORTHFIELD

ATTEST:

By \_\_\_\_\_  
\_\_\_\_\_, Mayor

Date:

SURENIAN, EDWARDS & NOLAN LLC

By Jeffrey R. Surenian  
Jeffrey R. Surenian, Managing Member

Sworn and subscribed to before me on  
this 17 day of MARCH, 2021

Linda O'Brien  
A Notary Public of New Jersey  
My commission expires:  
LINDA O'BRIEN  
A Notary Public of New Jersey  
My Commission Expires July 25, 2022

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 77-2021**

**REQUEST TO THE COUNTY OF ATLANTIC TO USE COUNTY ROADS  
FOR PARADES AND OTHER FUNCTIONS**

**WHEREAS**, the City of Northfield has a desire to use County Roads for parades and other functions on a limited basis; and

**WHEREAS**, the City of Northfield has the following requests to be presented to the County of Atlantic:

**Independence Day Parade and Race – July 4, 2021  
*Rain Date – July 10, 2021***

Close Shore Road from Dolphin Avenue  
Tilton Road (8:30 a.m. to 11:15 a.m.)

Close Shore Road from Dolphin Avenue to Mill Road,  
and Mill Road from Shore Road to Oak Avenue  
(10:30 a.m. to 11:30 a.m.)

**Annual Holiday Tree Lighting – Friday, December 3, 2021**

Close Shore Road from Zion Road to Tilton Road (6:30 p.m. to 9:00 p.m.)

**BE IT RESOLVED**, that the Insurance Certificate and Indemnification Agreement are attached as requested by the County.

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 6<sup>th</sup> of April, 2021.

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Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 78-2021**

**A RESOLUTION AMDENING RESOLUTION 190-2020 APPROVING  
PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT  
PROGRAM ADMINISTERED BY THE DEPARTMENT OF LAW AND  
PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL**

**WHEREAS**, pursuant to Resolution of Council No. 190-2020, the City of Northfield applied for funding of approximately \$32,400.00 with a match of \$19,132.00 for an approximate project total cost of \$51,532.00 under the State of New Jersey Safe and Secure Communities Grant Program (21-0118) for the period of April 9, 2021 through April 8, 2022, and

**WHEREAS**, the application was submitted to the Department of Law and Public Safety, Office of the Attorney General, and

**WHEREAS**, the City of Northfield has been requested to revise the application to apply for funding of approximately \$32,400.00 with a match of \$69,333.00, for a total project cost of \$101,733.00.

**THEREFORE, BE IT RESOLVED** by the Mayor and Council that

- (1) As a matter of public policy, the City of Northfield wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
- (2) The Attorney General will receive funds on behalf of the applicant.
- (3) The Department of Public Safety, Office of the Attorney General shall be responsible for the receipt and review of the applications for said funds. The Department of Public Safety, Office of the Attorney General shall initiate allocations to each applicant as authorized.

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 6th day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 79-2021**

**TO AUTHORIZE THE CITY OF NORTHFIELD POLICE DEPARTMENT  
TO SUBMIT AN APPLICATION TO, AND ENTER INTO AN  
AGREEMENT WITH, THE DEPARTMENT OF LAW AND PUBLIC  
SAFETY, OFFICE OF THE ATTORNEY GENERAL, TO PARTICIPATE  
IN THE STATE'S BODY-WORN CAMERA GRANT PROGRAM**

**WHEREAS**, on November 24, 2020, the state of New Jersey adopted P.L. 2020 Chapter 128, concerning law enforcement officers, and supplementing N.J.S.A. 40A:14-118.3 to require, with certain exceptions, the use of body worn cameras by every uniformed State, county, and municipal patrol law enforcement officer; and

**WHEREAS**, on November 24, 2020, the state of New Jersey adopted P.L. 2020 Chapter 129, establishing rules for use of body worn cameras by law enforcement officers and supplementing N.J.S.A C.40A:14-118.5; and

**WHEREAS**, Law enforcement agencies are required to store data from body-worn cameras using a tamper-proof digital evidence management system that is compliant with Criminal Justice Information Services and has the ability to securely share data, while maintaining an audit trail and chain of custody; and

**WHEREAS**, P.L. 2021 Chapter 128 and P.L. 2020 Chapter 129 shall take effect on the first day of the seventh month after enactment; and

**WHEREAS**, the body worn camera program required by these laws may be funded by appropriation of the local governing body, by forfeiture funds collected pursuant to N.J.S.2C:64-6, in an amount to be determined by the Attorney General, or any other source of funding made available for this purpose, including but not limited to federal grants; and

**WHEREAS**, the New Jersey Law and Public Safety Office of the Attorney General has published a Notice of Availability of Funds for the “SFY21 Body-Worn Camera Grant Program (BWC Grant Program)” for the purpose of providing eligible law enforcement agencies with state funding to aid in purchase of body-worn cameras, ancillary equipment and storage; and

**WHEREAS**, the SFY 2021 grant funding cycle provides for up \$57,500,000 for approved grantees throughout the state of New Jersey.

**WHEREAS**, the governing body of the City of Northfield is desirous of authorizing and approving the City of Northfield Police Department’s application for the “SFY21 Body-Worn Camera Grant Program (BWC Grant Program)”; and

**WHEREAS**, the City of Northfield will comply with all requirements regarding the use of grant funds, and will use any grant funds awarded exclusively for the purposes specified in the grant award, and for the project as described in the application.

**THEREFORE, BE IT RESOLVED**, by the governing body of the City of Northfield that the Resolution shall serve as authorization of the for the City of Northfield Police Department to submit an application to, and enter into an agreement with, the Department of Law and Public Safety, Office of the Attorney General, to participate in the State's Body-Worn Camera Grant Program.

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Erland V.L. Chau, Mayor

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 6<sup>th</sup> day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 80-2021**

**AMENDING RESOLUTION NO. 41-2021, RECOGNIZING  
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE COMPANY**

IT IS HEREBY RESOLVED that Resolution No. 41-2021 amending the members of the City of Northfield Volunteer Fire Company, adopted February 2, 2021 by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add Patrick Nannola effective April 12, 2021:

BE IT FURTHER RESOLVED that the current list of members of the City of Northfield Volunteer Fire Company as of February 2, 2021 shall be memorialized as follows:

Arsenault, Cole	Badger, Cindy
Carey, Louis ( <i>Lieutenant</i> )	Chau, Erland
Clark, Ryan	Cummings, Bruce ( <i>Chief</i> )
Cummings, Bruce Jr.	Cummings, Jason
Flaherty, Brian ( <i>Captain</i> )	Foltz, Brad
Gillman, Harrison	Gitsas, Adam
Goodman, Scott ( <i>Deputy Chief</i> )	Hackett, Edward
Hickey, Daniel	Joo, Timothy
Kerlin, Kirk	Kirby, Joshua
Lamaina, Ethan	Leeds, Bill
Leeds, Cole	Leeds, Robert
Lichtenberger, Lee	Martinelli, Henry
Morey, Donald Michael	Morey, Kevin
Morey, Thomas	*Nannola, Patrick
Nehl, Michael Tyler	Ordille, John
Pendlebury, John	Pepek, Martin
Scalise, Nicholas	Schaeck, Charles
Shenkus, Eric (Assistant Chief)	Sullivan, John III ( <i>Lieutenant</i> )
Swartz, Robert	Wallace, Michael (Lieutenant, Safety Officer)

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Regular Meeting of the Common Council of the City of Northfield, held this 6th day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 81-2021**

**WORK CHANGE ORDER NO. 1 - FINAL  
FY 2019 RECONSTRUCTION OF SHEPHERD DRIVE  
AND NORTH SHEPHERD DRIVE**

**WHEREAS**, pursuant to Resolution of Council No. 204-2019, the City of Northfield did award a contract for the “Reconstruction of Shepherd Drive and North Shepherd Drive” and did enter into a contract with Arawak Paving Company, Inc., (“Contractor”), for the amount of \$358,375.00; and

**WHEREAS**, during performance of the project, the contract quantities were adjusted as required to meet the actual amounts used during the construction, with the adjusted quantities attached hereto as Exhibit A; and

**WHEREAS**, the net effect of these changes is a total decrease in the amended contract price of \$16,056.00 (-4.48%)

**NOW, THEREFORE, BE IT RESOLVED** that the Contract for the “Reconstruction of Shepherd Drive and North Shepherd Drive” be and is hereby amended from \$358,375.00 to \$342,318.93

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a Regular meeting of the Common Council of the City of Northfield, held this 6<sup>th</sup> day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**Resolution No. 81-2021, Exhibit A (5 pages)**

**CONSTRUCTION CONTRACT**  
**FY 2019 Reconstruction of Shepherd Drive**  
**& N. Shepherd Drive**

**CHANGE ORDER NO. 1 - FINAL**

Change Order No.: 1 Final

Dated: March 11, 2021

Owner's Project No.: \_\_\_\_\_ (if applicable)

Engineer's Project No.: NF13-40 (if applicable)

Project: FY 2019 Reconstruction of Shepherd Drive & N. Shepherd Drive

Owner: City of Northfield, New Jersey

Contractor: Arawak Paving Co., Inc.

Contract Date: November 6, 2019

Contract for the FY 2019 Reconstruction of Shepherd Drive & N. Shepherd Drive located in the City of Northfield, New Jersey

To: Arawak Paving Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the FY 2019 Reconstruction of Shepherd Drive & N. Shepherd Drive

**Owner:**  
**City of Northfield, New Jersey**

**By:** \_\_\_\_\_  
**Erland V. Chau, Mayor**

**Date:** \_\_\_\_\_

**Nature of change: Change in Contract Amount due to the as built quantity being less than Bid Quantities, fuel and asphalt price adjustments.**

**Enclosures:**

**Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of (\$16,056.00). No change in Contract time.**

**Contract price prior to this change order: \$358,375.00**

**Net contract price change (+/-) resulting from this change order: (\$16,056.00)**

**Current contract price including this change order: \$342,318.93**

**Contract time prior to this change order: No Change.**

**Net Contract Time change resulting from this change order: None.**

**Additional Changes (if any):**

**The above REVISED changes are approved on the \_\_\_\_ day of March, 2021.**

**To the extent that the terms and conditions of this Change Order are inconsistent with the terms and conditions of the underlying Contract, the terms and conditions of this Change Order shall control. All other terms and conditions of the underlying Contract including but not limited to insurance, hold harmless and indemnification provisions are ratified and confirmed.**

**City Engineer:  
Schaeffer Nassar Scheidegg  
Consulting Engineers, LLC**

**Contractor:  
Arawak Paving Co., Inc.**

**By: \_\_\_\_\_  
Rami Nassar, P.E.**

**By: \_\_\_\_\_  
Anna Rivera, Contract Administrator**

**Date: \_\_\_\_\_**

**Date: \_\_\_\_\_**

Alternate Bid #1  
NORTH SHEPHERD DRIVE

Final Change Order  
NJDOT FY 2019 - RECONSTRUCTION OF SHEPHERD DRIVE & N SHEPHERD DRIVE  
CITY OF NORTHFIELD, ATLANTIC COUNTY, NEW JERSEY  
NF13-40

Item	Description	Quantity	Unit	Unit Price	Total	AS-BUILT	TOTAL	AS-BUILT	TOTAL	AS-BUILT	TOTAL	AS-BUILT	TOTAL
2	Sewer Existing Paving	125	LF	\$1.00	\$125.00		\$ -		\$ -		\$ -		\$ -
3	Mill/Remove Existing Asphalt (4" Thick)	1,850	LS	\$6.00	\$11,700.00		\$ -	1850	\$ 11,700.00		\$ -		\$ -
4	Hot Mix Asphalt (HMA), 8.5% Bit, Subbase Course, 3" Thick	1,850	LF	\$10.00	\$18,500.00		\$ -	1850	\$ 18,500.00		\$ -		\$ -
5	Hot Mix Asphalt (HMA), 8.5% Bit, Base Course, 3" Thick	1,850	SY	\$9.00	\$17,550.00		\$ -	1850	\$ 17,445.00		\$ -		\$ -
6	6" Dense Graded Aggregate	200	SY	\$1.00	\$200.00		\$ -		\$ -		\$ -		\$ -
10	Asphalt Driveway Area, HMA 12.5% Bit, 3" Thick	30	SY	\$30.00	\$900.00		\$ -		\$ 900.00		\$ -		\$ -
TOTAL Alternate Bid #1					\$49,975.00		\$ -		\$ 49,345.00		\$ -		\$ -

Total Change Order \$ (730.00)



Final Change Order  
NJDOT FY 2019 - RECONSTRUCTION OF SHEPHERD DRIVE & N SHEPHERD DRIVE  
CITY OF NORTHFIELD, ATLANTIC COUNTY, NEW JERSEY  
NF13-40

						Payment #1		Payment #2		Payment #3		Payment #4		Change Order	
						AS-BUILT	TOTAL	AS-BUILT	TOTAL	AS-BUILT	TOTAL	AS-BUILT	TOTAL	AS-BUILT	TOTAL
Item	Description	Quantity	Unit	Unit Price	Total										
1	(A) Mobilization	1	LS	\$15,100.00	\$15,100.00	0.25	\$ 3,775.00	0.75	\$ 11,325.00		\$ -		\$ -	0.00	\$ -
	(B) Site Clearing	1	LS	\$1.00	\$1.00	0.25	\$ 0.25	0.75	\$ 0.75		\$ -		\$ -	0.00	\$ -
	(C) Final Restoration/Cleanup	1	LS	\$1.00	\$1.00		\$ -		\$ -	1.00	\$ 1.00		\$ -	0.00	\$ -
2	Sawcut Existing Paving	175	LF	\$0.01	\$1.75		\$ -		\$ -		\$ -		\$ -	(175.00)	\$ (1.75)
3	Mix/Remove Existing Asphalt (4" thick)	5,200	SY	\$8.00	\$41,600.00		\$ -	4,960.00	\$ 39,680.00	342.00	\$ 2,736.00		\$ -	102.00	\$ 816.00
4	Hot Mix Asphalt (HMA), 9.5M84, Surface Course, 2" Thick	7,450	SY	\$11.00	\$81,950.00		\$ -	7,080.00	\$ 77,880.00	414.00	\$ 4,554.00		\$ -	44.00	\$ 484.00
5	Hot Mix Asphalt (HMA), 19M84, Base Course, 2" Thick	7,450	SY	\$10.00	\$74,500.00		\$ -	7,080.00	\$ 70,800.00	100.00	\$ 1,000.00		\$ -	(270.00)	\$ (2,700.00)
6	6" Dense Graded Aggregate	270	CY	\$1.00	\$270.00		\$ -		\$ -		\$ -		\$ -	(270.00)	\$ (270.00)
7	Leveling Course (HMA9.5 M84)	400	TONS	\$15.00	\$6,000.00		\$ -		\$ -		\$ -		\$ -	(400.00)	\$ (6,000.00)
8	Concrete Curb NJDOT Class B, 6" x 6" x 18"	1,108	LF	\$32.50	\$36,010.00	1,020.00	\$ 33,150.00		\$ -		\$ -	15.00	\$ 487.50	(73.00)	\$ (2,372.50)
9	Concrete Driveway Apron, Reinforced NJDOT Class B, 6" Thick	188	SY	\$80.00	\$16,920.00	188.00	\$ 16,920.00		\$ -		\$ -		\$ -	0.00	\$ -
10	Asphalt Driveway Apron, HMA 12.5M84, 3" Thick	95	SY	\$30.00	\$2,850.00		\$ -		\$ -	201.40	\$ 6,042.00		\$ -	106.40	\$ 3,192.00
11	Concrete ADA Ramp, Reinforced NJDOT Class B, 4" Thick	10	SY	\$100.00	\$1,000.00		\$ -		\$ -		\$ -		\$ -	(10.00)	\$ (1,000.00)
12	ADA Detachable Ramp Warning Surface, Safety Red (2' x 4')	1	EA	\$300.00	\$300.00		\$ -		\$ -		\$ -		\$ -	(1.00)	\$ (300.00)
13	12" Concrete Gutter, NJDOT, Reinf., Class B, 8" Thick	125	SY	\$200.00	\$25,000.00	111.00	\$ 22,200.00		\$ -		\$ -	9.00	\$ 1,800.00	(5.00)	\$ (1,000.00)
14	Reset Existing Casting	4	EA	\$300.00	\$1,200.00		\$ -	4.00	\$ 1,200.00	3.00	\$ 900.00		\$ -	3.00	\$ 900.00
15	Topsoil & Seed	550	SY	\$4.00	\$2,200.00	150.00	\$ 600.00		\$ -	400.00	\$ 1,600.00		\$ -	0.00	\$ -
16	Traffic Markings, LL, 24" Wide Thermoplastic Stop Bar	100	LF	\$15.00	\$1,500.00		\$ -		\$ -	78.00	\$ 1,170.00		\$ -	(22.00)	\$ (330.00)
17	Traffic Markings, LL, 6" Wide Thermoplastic Crosswalk Lines	100	LF	\$3.50	\$350.00		\$ -		\$ -		\$ -		\$ -	(100.00)	\$ (350.00)
18	Relocate Traffic Control Signs	1	EA	\$144.37	\$144.37		\$ -		\$ -		\$ -	1.00	\$ 144.37	0.00	\$ -
19	As Built Survey for ADA Ramps (by Contractor)	1	LS	\$600.00	\$600.00		\$ -		\$ -		\$ -	1.00	\$ 600.00	0.00	\$ -
	Traffic Control and Protection														
	A. Breakaway Barricades w/ Construction Signs														
20	2. R11-4 " Road Closed Local Traffic Only"	4	EA	\$0.01	\$0.04		\$ -	4.00	\$ 0.04		\$ -		\$ -	0.00	\$ -
21	3. R11-2 " Road Closed"	4	EA	\$0.01	\$0.04		\$ -	4.00	\$ 0.04		\$ -		\$ -	0.00	\$ -
22	B. Traffic Drums	30	EA	\$0.01	\$0.30		\$ -		\$ -		\$ -		\$ -	(30.00)	\$ (0.30)
23	C. Traffic Cones	30	EA	\$0.01	\$0.30		\$ -	30.00	\$ 0.30		\$ -		\$ -	0.00	\$ -
24	D. Traffic Director - Flogger	120	HR	\$0.01	\$1.20		\$ -		\$ -		\$ -		\$ -	(120.00)	\$ (1.20)
25	Asphalt Price Adjustment (as per NJDOT Guidelines)	1	%	\$600.00	\$600.00		\$ -	(17.22)	\$ (10,333.52)		\$ -		\$ -	(16.22)	\$ (10,833.52)
26	Fuel price Adjustment (as per NJDOT Guidelines)	1	%	\$300.00	\$300.00		\$ -	(15.66)	\$ (4,698.80)		\$ -		\$ -	(16.66)	\$ (4,998.80)
TOTAL Base Bid					\$308,400.00		\$78,645.25		\$200,885.83		\$18,003.00		\$3,031.67		\$ (24,866.07)
S1	8" Ductile Iron Pipe	36	LF	\$265.00	\$9,540.00		\$ -			38.00	\$ 9,540.00		\$ -	36.00	\$ 9,540.00
TOTAL					\$317,940.00		\$78,645.25		\$200,885.83		\$27,543.00		\$3,031.67		\$ (15,326.07)

Total Change Order (\$15,326.07)

**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**DIVISION OF LOCAL GOVERNMENT SERVICES**  
**AND ECONOMIC DEVELOPMENT**  
**CHANGE ORDER # FINAL - REVISED**  
**STATE AID PROJECT**

**Project** Reconstruction of Shepherd Drive & N Shepherd Drive  
**Municipality** City of Northfield  
**County** Atlantic  
**Contractor** Arawak Paving Company, Inc.

**In accordance with the project Supplementary Specification, the following are changes in the contract.**  
**Location and Reason for Change** (Attach additional sheets if required)  
**All items reflect "as-built" quantities**

Item No.	Description	Quantity (+/-)	Unit Price	Amount
2	Sawcut Existing Paving	(175.00)	\$0.01	\$ (1.75)
3	Mill/Remove Existing Asphalt (4" thick)	102.00	\$8.00	\$ 816.00
4	Hot Mix Asphalt (HMA), 9.5M64, Surface Course, 2" Thick	44.00	\$11.00	\$ 484.00
5	Hot Mix Asphalt (HMA), 19M64, Base Course, 2" Thick	(270.00)	\$10.00	\$ (2,700.00)
6	6" Dense Graded Aggregate	(270.00)	\$1.00	\$ (270.00)
7	Leveling Course (HMA9.5 M64)	(400.00)	\$15.00	\$ (6,000.00)
8	Concrete Curb NJDOT Class B, 6" x 8" x 18"	(73.00)	\$32.50	\$ (2,372.50)
10	Asphalt Driveway Apron, HMA 12.5M64, 3" Thick	106.40	\$30.00	\$ 3,192.00
11	Concrete ADA Ramp, Reinforced NJDOT Class B, 4" Thick	(10.00)	\$100.00	\$ (1,000.00)
12	ADA Detachable Ramp Warning Surface, Safety Red (2' x 4')	(1.00)	\$300.00	\$ (300.00)
13	12" Concrete Gutter, NJDOT, Reinf., Class B, 8" Thick	(5.00)	\$200.00	\$ (1,000.00)
14	Reset Existing Casting	3.00	\$300.00	\$ 900.00
16	Traffic Markings, LL, 24" Wide Thermoplastic Stop Bar	(22.00)	\$15.00	\$ (330.00)
17	Traffic Markings, LL, 6" Wide Thermoplastic Crosswalk Lines	(100.00)	\$3.50	\$ (350.00)
22	B. Traffic Drums	(30.00)	\$0.01	\$ (0.30)
24	D. Traffic Director - Flagger	(120.00)	\$0.01	\$ (1.20)
25	Asphalt Price Adjustment (as per NJDOT Guidelines)	(18.22)	\$600.00	\$ (10,933.52)
26	Fuel price Adjustment (as per NJDOT Guidelines)	(16.66)	\$300.00	\$ (4,998.80)
S1	8" Ductile Iron Pipe	36.00	\$265.00	\$ 9,540.00

Amount of Original Contract \$ 308,400.00  
Adjusted amount Based on Change \$ 293,073.93  
Orders..... \$ \_\_\_\_\_

Extra \$ 5,392.00  
Supplemental \$ 9,540.00  
Reduction \$(30,258.07)  
Total Change \$(15,326.07)

% Change in Contract

[(+/-) Increase or (-) Decrease]

- 4.97%

[Signature]  
(Engineer)

3/16/21  
(Date)

Approved: \_\_\_\_\_

(District Manager)

(Date)

(Local Government Services)

(Presiding Officer)  
[Signature]  
(Contractor)

(Date)  
3/16/2021  
(Date)

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 82-2021**

**GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL  
GRANT CYCLE JULY 2021 – JUNE 2022**

**FORM IB**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Common Council of the City of Northfield, County of Atlantic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefor has an established Municipal Alliance Committee; and,

**WHEREAS**, the Common Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Common Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Atlantic.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Northfield, County of Atlantic, State of New hereby recognizes the following:

DEDR	\$ 4,160.14
Cash Match	\$ 1,040.04
In-Kind	<u>\$ 3,120.10</u>
Total	\$ 8,320.28

1. The Common Council does hereby authorize submission of a strategic plan for the Northfield Municipal Alliance grant for fiscal year 2022 in the amounts of:
2. The Common Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
Erland Chau, Mayor

**CERTIFICATION**

I, Mary Canesi , Municipal Clerk of the City of Northfield, County of Atlantic, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a Resolution duly authorized by the Common Council of the City of Northfield on this 6<sup>th</sup> day of April 2021.

\_\_\_\_\_  
Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 83-2021**

**A RESOLUTION MEMORIALIZING A GRANT APPLICATION  
SUBMITTED BY THE NORTHFIELD POLICE DEPARTMENT FOR A  
'COPS IN SHOPS' GRANT FROM THE NEW JERSEY DIVISION OF  
ALCOHOLIC BEVERAGE CONTROL GRANT #AL-21-45-05-04**

**WHEREAS**, the Northfield Police Department has applied for a 'Cops in Shops' Summer Shore 2021 grant from the New Jersey Division of Alcoholic Beverage Control in the amount of \$3,520.00; and

**WHEREAS**, said grant monies will fund overtime reimbursement for law enforcement activities that help stop illegal underage alcohol sales and prevent adults from buying alcohol for minors; and

**WHEREAS**, said sub-award period is between May 26, 2021 and September 15, 2021.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that the submission of the application by the Northfield Police Department is hereby approved and memorialized.

**BE IT FURTHER RESOLVED** that the City of Northfield accepts and agrees to comply with and fulfill each of the understandings and assurances contained in said application.

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 6th day of April, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 84-2021**

**A RESOLUTION TO CANCEL GRANT BALANCES**

**WHEREAS**, certain Grant balances remain on the City's balance, and it has been determined that they are no longer required; and

**WHEREAS**, it is necessary to formally cancel said balances;

**NOW THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield, County of Atlantic that the following unexpended appropriation and receivable balances of the Grant Fund be cancelled:

<b>Grant</b>	<b>Receivable</b>	<b>Appropriation</b>	<b>Match</b>
2020 COPS In Shops	\$ 3,080.00	\$ 3,080.00	0

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 6<sup>th</sup> day of April 2021.

\_\_\_\_\_  
Mary Canesi, RMC, Municipal Clerk

# ENGINEER'S REPORT




# Schaeffer Nassar Scheidegg 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   
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

**SUBJECT:** Engineers Report for April 6, 2021

**DATE:** April 1, 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. **(4-1-2021) 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. **(4-1-2021) 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. **(4-1-2021) 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 27<sup>th</sup>. (5-8-2020) Contractor finished all the concrete work and paving is tentatively scheduled for the week of May 18<sup>th</sup>. (5-22-2020) The contractor is scheduled to complete the paving starting June 9<sup>th</sup>. (6-12-2020) The contractor started to mobilize paving equipment to start the paving portion of this project on Monday the 15<sup>th</sup> and with anticipated date for completion on the 20<sup>th</sup>. (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 15<sup>th</sup>. (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 20<sup>th</sup>. (2-24-2021) I met Mr. Yatin Amin from the NJDOT on site to perform the final inspection for the project, no issues were raised, I am working with the Contractor on the final change order so we can proceed with closing out the project. (3-12-2021) we received the core samples report from the testing company all samples were in accordance with the approved plans, we are reviewing the final change order, and will forward our recommendation to Council for the next meeting. **(4-1-2021) The Contractor submitted final change order and the project final cost is \$16,056.00 below the contract price.**

#### **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 4<sup>th</sup>. (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 10<sup>th</sup> with opening scheduled for July 7<sup>th</sup>. (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 1<sup>st</sup>. (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 4<sup>th</sup> and cell tower is being removed on the 15<sup>th</sup>. (1-28-2021) The contractor will start the foundations next week. (2-12-2021) Concrete work is on hold due to the weather. (2-26-2021) The Contractor will start the foundation works this coming up Monday. (3-12-2021) The foundation and concrete slab are completed, the Paving Contractor will be on site on Wednesday the 17<sup>th</sup> to start milling the municipal parking lot and should have it paved by the next day, the contractor will move the library's parking lot next. The work on the handicap ramp and steps will start on the Monday the 22<sup>nd</sup>. **(4-1-2021) Both parking lots have been paved and striped, the contractor needs to install the asphalt curbing at City Hall and the concrete bumper stop at the Library, this work should be completed by April 6<sup>th</sup>, the ramp, steps, and new door has been completed, the final inspection is scheduled for the 6<sup>th</sup>.**

#### **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. (3-12-2021) Will be starting to video the sewer main on Monday the 22<sup>nd</sup>, I am meeting with Qwin to finalize the scope of this portion of the project. **(4-1-2021) The contractor had to reschedule the work to mid-April.**

**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. (7-101-2020) 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 24<sup>th</sup>. Grant Application was submitted November 24, 2020. **(4-1-2021) 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. (2-24-2021) I had a meeting with Tim Green from the NJAWC to discuss the main relocation along Birch Grove Park Road. (3-12-2021) Received the street opening application for the main relocation along Birch Grove Park Road. **(4-1-2021) South State subcontractor will remove the trees on the 5<sup>th</sup>, so the NJAWC will be able to relocate the water main.**

**NF13-03      Street Opening:**

**(4-1-2021) 1 street opening permit was 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 20<sup>th</sup> 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 10<sup>th</sup>. (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 11<sup>th</sup>, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) We sent the notice to proceed, the contractor is starting the drainage improvements on March 1, 2021. (3-12-2021) The drainage pipe along Maple has been completed, and the Contractor will start the concrete work next week. **(4-1-2021) The concrete work will start on the 5<sup>th</sup>.**

**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 16<sup>th</sup>. (7-10-2020) Project has been advertised for August 4<sup>th</sup> 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 14<sup>th</sup>. (10-2-2020) Nothing new to report. (10-16-2020) Contractor is starting the concrete work on Monday the 19<sup>th</sup>. (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 24<sup>th</sup> 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 14<sup>th</sup> 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. (3-12-2021) Paving Contractor will mobilize early next week after the library parking lot is completed, it will take approximately one week to complete the paving portion of this project, also the contractor will start the turf restoration behind the installed curb after the paving is completed. **(4-1-2021) The contractor started the turf restoration, and they will be starting on the pavement punch list items next week.**

**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. **(4-1-2021) Working on the design plan, should be completed by the end of April.**