

CITY OF NORTHFIELD REGULAR MEETING MINUTES

JUNE 17, 2025

At 6:35pm this meeting was called to order by Municipal Clerk Mary Canesi. This meeting was properly advertised in the Press of Atlantic City on January 11, 2025, and in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

Mayor Chau led the flag salute followed by a moment of silence.

ROLL CALL

Present: Councilwoman Carfagno; Councilman Dewees; Councilwoman Kern; Councilman Notaro; Councilman Polistina; Councilman Smith Council President Bucci.

Mayor Chau, Solicitor Facenda, Engineer Mauro, and Chief VonColln were also present.

READING AND APPROVAL OF THE MINUTES

On a motion by Councilman Polistina with a second by Councilman Dewees, all members present were in favor of approving the minutes of June 3, 2025, without formal reading.

MAYOR'S REPORT

Mayor Chau announced he was in communications with the Supervisor of Public Works and asked him to put up the congratulatory banner up for this year's graduates. He would be speaking at the Northfield Community School Graduation. There was one vacancy on the library board he appointed Kevin Coopersmith, son of Harvey Coopersmith; he has a very impressive resume.

ENGINEER'S REPORT

Engineer Mauro, regarding Habitat for Humanity, stated that they were required to do a survey and site plan work which would be transmitted to Habitat tomorrow. She offered to answer any questions regarding the resolutions that are being added to the agenda.

Councilman Polistina asked if bike lanes would be added on Cedar Bridge.

Engineer Mauro stated they would see if there is room and if so, it can be added; she offered to meet with Councilman Polistina after the meeting to discuss.

Mayor Chau added that he was in communications with the new owner of McDonalds and he was willing to continue the ice cream coupon reward program

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with the Police Department when they observe a child on a bike wearing a helmet.

Council President Bucci thanked Mayor Chau.

PUBLIC SESSION

Council President Bucci opened this meeting for any member of the public to speak on any topic.

Seeing no one wishing to speak, Council President Bucci closed the public session.

Solicitor Facenda announced that before we move the resolutions, we had to amend resolution 158-2025, he removed any references to the word reconstruction and instead referred to Resurfacing of Burton Avenue and added a project number MA-2026 00135. He read the amendment to 159-2025: the project number was also MA-2026 00135 Resurfacing of Burton Avenue. He referred to resolutions 158-2025 and 159-2025 as "as amended" when moving to vote on these items.

The title for Resolution No. 158-2025 would now read: "Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with The Project Known As MA-2026 00135 The Resurfacing of Burton Avenue" and the title for Resolution 159-2025 would be changed to: "Resolution Authorizing Approval to Submit a Grant Application and Execute a Grant Agreement with The New Jersey Department of Transportation for The Project Known as Resurfacing of Burton Avenue - MA-2026 00135."

Solicitor Facenda continued, per the work session, we've added four new resolutions to the consent agenda, he read them all into the record as follow:

**"CITY OF NORTHFIELD, NJ
RESOLUTION NO. 161-2025**

**AUTHORIZING DEBLASIO AND ASSOCIATES CONSULTING
ENGINEERS AND PLANNERS TO PROCEED WITH THE PROJECT
KNOWN AS NJDOT LOCAL TRANSPORTATION PROJECTS FUND
GRANT LTPF-2025, RESURFACING OF CEDAR BRIDGE ROAD-00089**

WHEREAS, DeBlasio and Associates Consulting Engineers and Planners have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield for the following purpose:

1. Review of existing roadway conditions
2. Preparation of scope of work and cost estimate
3. Preparation of Local Transportation Projects Fund Grant application

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WHEREAS, copies of said expenditure requests have been provided to the Common Council of the City of Northfield for their review; and

WHEREAS, the Common Council has deemed it appropriate to authorize the expenditure of these monies as follows:

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Necessary analyses and related activities	\$1,000.00
Not to Exceed	\$1,000.00

WHEREAS, certification of funds has been received from the Municipal Finance Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by DeBlasio and Associates Consulting Engineers and Planners.

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 17th day of June 2025.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 162-2025**

**RESOLUTION AUTHORIZING APPROVAL TO SUBMIT A GRANT
APPLICATION AND EXECUTE A GRANT AGREEMENT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE
PROJECT KNOWN AS LTPF 2025-RESURFACING OF CEDAR BRIDGE
ROAD-00089**

WHEREAS, the Common Council of the City of Northfield desires to authorize, approve and enter a grant application and enter a grant contract with the New Jersey Department of Transportation for the resurfacing of Cedar Bridge Road; and

WHEREAS, the Common Council determines that it is in the best interests of the health, welfare, and safety of the residents of the City of Northfield to resurface Cedar Bridge Road; and

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NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield, County of Atlantic and State of New Jersey, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as No. LTPF-2025 Resurfacing of Cedar Bridge Road-00089 to the New Jersey Department of Transportation on behalf of the City of Northfield.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the City of Northfield and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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 Northfield, held this 17th day of June 2025.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 163-2025**

**AMENDING THE JOB DESCRIPTION FOR
SUPERINTENDENT OF PUBLIC WORKS**

WHEREAS, the City of Northfield has developed Personnel Policy governing various issues in the City of Northfield; and

WHEREAS, the City of Northfield has also developed detailed job descriptions for various positions throughout the municipality; and

WHEREAS, the City of Northfield wishes to amend the job description for the position of Superintendent of Public Works, attached herein as Exhibit A and in accordance with the recommendation of the Mayor and Council Chair for the Public Works Department.

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield that the job description for the position of Superintendent of Public Works be and is hereby amended.

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 Council of Northfield, held this 17th day of June 2025.

Mary Canesi, RMC, Municipal Clerk

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**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 164-2025**

**AUTHORIZING DEBLASIO AND ASSOCIATES CONSULTING
ENGINEERS AND PLANNERS TO PROCEED WITH STORMWATER
MANAGEMENT PLAN UPDATES**

WHEREAS, DeBlasio and Associates Consulting Engineers and Planners have submitted an expenditure request outlining professional engineering services that will be provided to the City of Northfield for the purpose of bringing the City into compliance with the stormwater management requirements set forth within the Municipal Storm Sewer System (MS4) permit program; and

WHEREAS, copies of said expenditure request has been provided to the Common Council of the City of Northfield for their review; and

WHEREAS, the Common Council has deemed it appropriate to authorize the expenditure of these monies as follows:

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering Phase Cost	\$15,000.00
Not to Exceed	\$15,000.00

WHEREAS, certification of funds has been received from the Municipal Finance Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by DeBlasio and Associates Consulting Engineers and Planners.

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 17th day of July 2025.

Mary Canesi, RMC, Municipal Clerk”

Clerk Canesi explained where the expenditure request can be found for Resolution 164-2025.

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RESOLUTIONS / CONSENT AGENDA

Council President Bucci read the following statement: “All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed by Council, will be enacted by one motion. Any item may be removed from the Consent Agenda at the request of any Council Member and if so removed, it will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.”

On motion of Councilwoman Carfagno, seconded by Councilwoman Kern, all members present were in favor of voting on Resolutions 151-2025 through 164-2025 by Consent Agenda with the reflected amendments to Resolutions 158-2025 and 159-2025.

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| 151-2025 | Resolution of the Common Council of the City of Northfield Endorsing a Fourth Round Housing Element and Fair Share Plan |
| 152-2025 | Resolution of the Common Council of the City of Northfield Approving a Fourth Round Affordable Housing Trust Fund Spending Plan and Requesting Program and Court Approval of the Spending Plan |
| 153-2025 | Resolution Inserting an Item of Revenue in the 2025 Budget |
| 154-2025 | To Authorize Liquor License Renewal for the Year 2025-2026 |
| 155-2025 | A Resolution Authorizing the Chief Financial Officer to Execute a Contract with an Approved State Contract Vendor Pursuant to N.J.S.A. 40A:11-12a |
| 156-2025 | Resolution Authorizing the Award of a Non-Fair and Open Contract for License Plate Reader Systems |
| 157-2025 | Authorizing the Execution of a Contract Renewing Membership in the Atlantic County Municipal Joint Insurance Fund |
| 158-2025 | Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with the Project Known as MA-2026 00135 The Resurfacing of Burton Avenue |
| 159-2025 | Resolution Authorizing Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation for the Project Known as Resurfacing of Burton Avenue MA-2026 00135 |
| 160-2025 | Amending Resolution No. 129-2025 Recognizing Members of The Northfield Volunteer Fire Company |
| 161-2025 | Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with The Project Known as NJDOT Local Transportation Projects Fund Grant LTPF-2025, Resurfacing of Cedar Bridge Road-00089 |
| 162-2025 | Resolution Authorizing Approval to Submit a Grant Application and Execute a Grant Agreement with The New Jersey Department of |

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- Transportation for The Project Known as LTPF 2025-Resurfacing of Cedar Bridge Road-00089
- 163-2025** Amending the Job Description for Superintendent of Public Works
- 164-2025** Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with Stormwater Management Plan Updates

Councilwoman Carfagno, seconded by Councilwoman Kern, to adopt Resolutions 151-2025 through 164-2025 by Consent Agenda.

Roll Call: Mrs. Carfagno – yes; Mr. Dewees – yes; Mrs. Kern – yes; Mr. Notaro – yes; Mr. Polistina – yes; Mr. Smith – yes; Mrs. Bucci – yes; Motion carried.

ORDINANCES

Councilman Smith motioned; Councilman Notaro seconded to adopt Ordinance 11-2025.

- 11-2025** Amending Chapter 111 of the City Code Entitled Vehicles and Traffic to Establish New Article IIIC, Otto Bruyns Public Library of Northfield and New Article XIID, Northfield City Garage
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 6/21/2025

The Municipal Clerk read the Ordinance by title, stating that this is the second reading and public hearing. After the public hearing, Council would consider the ordinance for final passage. Clerk Canesi announced the date of final publication, if the ordinance passed this evening, and stated that since introduction, the Ordinance has been posted in the lobby of City Hall and on the municipal website. Any member of the public who requested a copy of the ordinance would have been provided with one free of charge in the office of the Municipal Clerk during regular business hours up until the date and time of the public hearing.

Council President Bucci opened the public hearing for Ordinance 11-2025.

Seeing no one wishing to speak, Council President Bucci closed the public hearing.

Roll Call: Mrs. Carfagno – yes; Mr. Dewees – yes; Mrs. Kern – yes; Mr. Notaro – yes; Mr. Polistina – yes; Mr. Smith – yes; Mrs. Bucci – yes; Motion carried.

PAYMENT OF BILLS \$ 388,184.57

Councilman Smith motioned, Councilwoman Carfagno seconded, to approve payment of bills.

Roll Call: Mrs. Carfagno – yes; Mr. Dewees – yes; Mrs. Kern – yes; Mr. Notaro – yes; Mr. Polistina – yes; Mr. Smith – yes; Mrs. Bucci – yes; Motion carried.

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MEETING NOTICES

Council President Bucci read the meeting notices.

At approximately 6:52pm, on motions properly made and seconded, all members present were in favor of adjourning the meeting.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk