

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
JUNE 23, 2026**

**MEETING CALLED TO ORDER** by Shannon Campbell, Deputy Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 10, 2026.

**FLAG SALUTE**

**COUNCIL ROLL CALL:** Carfagno, Dewees, Kern, Notaro, Polistina, Smith, Bucci

**MAYOR:** Chau

**APPROVAL OF MINUTES** – June 9, 2026

**MAYOR’S REPORT**

**CITY ENGINEER’S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 171-2026** To Authorize Liquor License Renewal For The Year 2026-2027
- 172-2026** Amending Resolution No. 157-2026, Northfield Cultural Committee Appointments
- 173-2026** Amending Resolution 213-2025, Members Of The City Of Northfield Municipal Community Emergency Response Team
- 174-2026** Amending Resolution No. 25-2026 Recognizing Members Of The Northfield Volunteer Fire Company
- 175-2026** Resolution Updating The Combined Personnel Policies And Procedures And Employee Handbook For The City Of Northfield
- 176-2026** A Resolution Authorizing The Contact Persons To Access The Employment Practices Liability Consultation Service (EPL) Atlantic County Municipal Joint Insurance Fund
- 177-2026** Resolution Authorizing The Mayor To Enter Into An Agreement With The New Jersey Department Of Transportation
- 178-2026** To Approve An Application For Use Of Facilities – FAN Baseball Outfields
- 179-2026** To Approve An Application For Use Of Facilities – Ja’briele Mace
- 180-2026** To Approve An Application For Use Of Facilities – FAN Football Facilities
- 181-2026** 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(4), Regarding Contract Negotiations Involving The Crossing Guards Covered Under The Agreement Between The City Of Northfield And The Government Workers Union Local No. 420 For White Collar Employees And Pursuant To N.J.S.A. 10:4-12b(7), Regarding Contract Negotiations And Matters That Fall Within The Attorney-Client Privilege



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 171-2026**

**TO AUTHORIZE LIQUOR LICENSE RENEWAL  
FOR THE YEAR 2026-2027**

**WHEREAS**, an application was submitted by Northfield Liquors LLC to the state of New Jersey Division of Alcoholic Beverage Control for the 2026-2027 renewal of a Plenary Retail Distribution liquor license; and

**WHEREAS**, the Alcoholic Beverage Retail Licensee Clearance Certificate has been received from the State of New Jersey Division of Taxation and a copy is on file in the office of the Municipal Clerk; and

**WHEREAS**, the appropriate renewal fees have been paid to the State of New Jersey and to the City of Northfield by the licensee.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Mayor and Council of the City of Northfield that license number 0118-44-004-001 shall be granted to Northfield Liquors LLC effective July 1, 2026, through June 30, 2027.

I, Shannon Campbell, Deputy 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 23rd day of June 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 172-2026**

**AMENDING RESOLUTION NO. 157-2026, NORTHFIELD CULTURAL  
COMMITTEE APPOINTMENTS**

**IT IS HEREBY RESOLVED** that Resolution No. 157-2026 appointing the members of the Northfield Cultural Committee, adopted May 19, 2026, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add member Romie Lugo, effective June 23, 2026; and

Roy Clark, Museum Curator  
David Goldstein, Volunteer  
Robert Patrick, Volunteer  
Joan Pullan Brennan, Volunteer  
Eleanor Webb, Museum Volunteer  
Jay Hurley, Volunteer  
Jacqueline Dewees, Volunteer  
MaryJane Hurley, Volunteer  
Romie Lugo (*effective June 23, 2026*)

I, Shannon Campbell, Deputy 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 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 173-2026**

**RESOLUTION AMENDING RESOLUTION 213-2025, MEMBERS OF  
THE CITY OF NORTHFIELD MUNICIPAL COMMUNITY  
EMERGENCY RESPONSE TEAM**

**WHEREAS**, it is the recommendation of the City of Northfield Office of Emergency Management Coordinator that the volunteer list identifying Municipal Emergency Response Team Volunteers be amended to add member Derek Woodrum, effective June 23, 2026.

Harry Cohen  
Briella Joo  
William Merget  
William Schwoer  
John Tamuts  
Kate Warden  
Derek Woodrum (*effective June 23, 2026*)

**BE IT RESOLVED** that the Municipal Community Emergency Response Team Volunteer list is hereby amended.

I, Shannon Campbell, Deputy 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 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO.174-2026**

**AMENDING RESOLUTION NO. 25-2026 RECOGNIZING  
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE COMPANY**

**IT IS HEREBY RESOLVED** that Resolution No. 25-2026 appointing the members of the City of Northfield Volunteer Fire Company, adopted January 6, 2026, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add member Antwone Snead, effective May 20, 2026; and

**BE IT FURTHER RESOLVED THAT** following persons are the present members of the Northfield Volunteer Fire Company for the year ending December 31, 2026:

Badger, Cindy	Kerlin, Kirk
Boyle, Daniel	Kirby, Joshua ( <i>Lieutenant</i> )
Burke, Christopher	Leeds, Bill ( <i>Lieutenant</i> )
Campsmith, Jacob	Lichtenberger, Lee
Carey, Lou	Martinelli, Henry
Chau, Erland	Morey, Donald Michael
Ciambrone, Joseph	Morey, Kevin
Clark, Ryan	Naame, Kyle
Cummings, Bruce ( <i>Chief</i> )	Nehl, Michael Tyler
Cummings, Bruce Jr. ( <i>Lieutenant</i> )	Ordille, John
Durham, Jared	Pepek, Martin
Fisher, Steven Jr.	Plettner, Stephen
Flaherty, Brian ( <i>Captain</i> )	Scalise, Nicholas
Foltz, Brad	Shenkus, Eric ( <i>Assistant Chief</i> )
Garbutt, Ronald III	Shenkus, Thomas
Goodman, Scott ( <i>Deputy Chief</i> )	Snead, Antwone ( <i>effective 5/20/2026</i> )
Grasso, Gianna	Sullivan, John III
Hackett, Edward	Swartz, Robert
Hickey, Daniel	Thulin-Guzejko, Hanna
Joo, Timothy	Wallace, Michael

I, Shannon Campbell, Deputy 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 on this 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 175-2026**

**RESOLUTION UPDATING THE COMBINED PERSONNEL  
POLICIES AND PROCEDURES AND EMPLOYEE HANDBOOK FOR  
THE CITY OF NORTHFIELD**

**WHEREAS**, the City of Northfield participates in the Municipal Excess Liability Joint Insurance Fund which recommends Model Personnel Policies and Procedures and Model Employee Handbook to its members; and

**WHEREAS**, Municipal Excess Liability Joint Insurance Fund has updated its Model Personnel Policies and Procedures Manual and Model Employee Handbook, which may be combined, for adoption by its members, with changes as follows; and

**WHEREAS**, the State of New Jersey has amended the New Jersey Family Leave Act; and

**WHEREAS**, the City's Personnel Policies and Procedures Manual and Handbook must be amended to comply with the changes in the NJ FLA handbook; and

**WHEREAS**, the Common Council of the City of Northfield has determined that there is a need to update the City's current personnel policies and procedures to incorporate the revised polices/handbook issued by the Municipal Excess Liability Joint Insurance Fund with regard to the amended NJ FLA to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

**NOW, THEREBY, BE IT RESOLVED** by the Common Council of the City of Northfield that the revisions to the Combined Personnel Policies and Procedures Manual and Employee Handbook attached hereto as Exhibit A are hereby adopted and shall be effective as of July 17, 2026, and shall replace all prior versions of any employee policies and procedures manual and/or employee handbook.

**BE IT FURTHER RESOLVED** that these personnel policies and procedures and employee handbook shall apply to all City of Northfield officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

**BE IT FURTHER RESOLVED** that this manual/handbook is intended to provide guidelines covering public service by City of Northfield employees and is not a contract. The provisions of this manual/handbook may be amended and

supplemented from time to time without notice and at the sole discretion of the Common Council of the City of Northfield.

**BE IT FURTHER RESOLVED** that to the maximum extent permitted by law, employment practices for the City of Northfield shall operate under the legal doctrine known as “employment at will.”

**BE IT FURTHER RESOLVED** that the Mayor and all managerial/supervisory personnel are responsible for these employment practices. The Municipal Clerk and the Labor Counsel shall assist the Mayor in the implementation of the policies and procedures in this manual.

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Erland V.L. Chau, Mayor

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Attest: Shannon Campbell, RMC  
Deputy Municipal Clerk

I, Shannon Campbell, Deputy 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 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

## RESOLUTION NO. 175-2026 – EXHIBIT A

New text underlined, deleted text ~~stricken~~

Found on pages 39-47 of current Manual

### Family Medical Leave

In accordance with the federal Family and Medical Leave Act (“FMLA”), the City of Northfield provides eligible employees with up to twelve (12) weeks of unpaid medical and family leave during any twelve (12) month period and up to twenty-six (26) workweeks to care for a Covered Service member. At the conclusion of the leave, subject to some exceptions, an employee generally has a right to return to the same or an equivalent position. The following outlines employees’ rights and obligations under the FMLA and the City of Northfield’s policies implementing the FMLA.

Eligible Employees. Any employee who has been employed by the City of Northfield for twelve (12) months or more and worked 1,250 hours or more in the twelve (12) month period preceding the first day of the requested leave may be eligible for an unpaid leave of absence of up to twelve (12) weeks during any twelve (12) month period.

Qualifying Reasons for Leave. An employee may take FMLA leave for any one or more of the following reasons:

- The birth, adoption or placement for foster care of the son or daughter of an employee, and to care for such child.
- A serious health condition of a spouse, son, daughter or parent of an employee if the employee is needed to care for such family member; or
- A serious health condition of an employee that makes an employee unable to work. Generally, the incapacity must result in the employee’s inability to work for more than three (3) consecutive days (although there are certain exceptions to this rule).
- Any qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee is a member of the Regular Armed forces, National Guard or Reserves on active-duty status during the deployment to a foreign country, and or has been notified of an impending call to active-duty status as such in support of a contingency operation.

Leave Benefits. Eligible employees may take up to a total of twelve (12) weeks of unpaid leave during any twelve (12) month period. **The twelve (12) month period shall be determined by using a rolling twelve (12) month period that commences with the first day of leave taken.**

In addition, eligible employees who are either spouse, son, daughter, parent or next of kin of a Covered Servicemember shall be entitled to a total of twenty-six (26) workweeks of unpaid leave during a single twelve (12) month period to care for the Covered Servicemember. During this single twelve (12) month period, an eligible employee who qualifies for leave to provide care for the Covered Servicemember shall be entitled to no more than a combined total of twenty-six (26) workweeks of leave.

#### Definitions.

“Covered Servicemember” means a member of the Armed Forces, including a member of the National Guard or Reserves, or a recent veteran who has been discharged, other than dishonorably, within the five years preceding the family member’s initial request for leave, who has a serious injury or illness who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.

“Next of kin” means the nearest blood relative of the individual.

“Qualifying Exigency” covers a number of broad categories of reasons and activities, including short-notice deployment to a foreign country, military events and related activities, childcare and school activities, financial and legal arrangements, counseling, rest and recuperation, post-deployment activities, and additional activities agreed to by the City of Northfield and the employee.

“Serious Health Condition” means an illness, injury, impairment or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider. It generally includes a period of incapacity due to pregnancy, prenatal care, a chronic health condition, a permanent or long-term health condition, or restorative or preventive treatment.

“Serious Injury or Illness” means an injury or illness incurred by a Covered Service member in the line of duty or on active duty in the Armed Forces, National Guard or Reserves, incurred in the line of duty on active duty or whose pre-existing condition has been aggravated by his/her active-duty service, that may render the service member medically unfit to perform the duties of the member’s office, grade, rank or rating.

Leave to care for a child after birth, adoption, or foster care must conclude within twelve (12) months of the child's birth or placement. If both spouses work for the City of Northfield, they may only take a total of twelve (12) weeks between them during the twelve (12) month period in order to care for a child after birth, adoption, or foster care or to care for a parent with a serious health condition and a combined twenty-six (26) weeks in a single twelve (12) month period for military caregiver leave or a combination of military caregiver leave and other FMLA qualifying reasons.

Each spouse may be entitled to additional leave for other qualifying reasons under the FMLA, such as the employee's own illness or for the serious illness of the employee's child.

Require Notice and Certifications. When the leave is foreseeable, at least thirty (30) days' advance notice to the City of Northfield, in writing, is required. If thirty (30) days' notice cannot be provided, as much notice as is practical should be provided. Failure to give reasonable notice may delay the availability of the leave.

Where leave is taken to care for a family member with a serious health condition or because of the employee's own serious health condition, medical certification is required and periodic recertification may be required. In addition, where the leave is taken because of the employee's own serious health condition, a certification of fitness to return to work will be required.

The City of Northfield, at its expense, may require an examination by a second healthcare provider designated by the City of Northfield. If the second healthcare provider's opinion conflicts with the original medical certification, the City of Northfield, at its expense, may require a third, mutually agreeable, healthcare provider to conduct an examination and provide a final and binding opinion.

For military exigency leave, an employee may be required to provide certification that the covered military member is a member of the regular Armed Forces, National Guard or Reserves who is on active duty or called to active duty in support of a contingency operation, as well as certification from the employee about the nature and details of the specific exigency, the amount of leave needed, and the employee's relationship to the military member. For military caregiver leave, the employee may be required to provide information from the health care provider and employee and/or Covered Service member to support such leave.

**Absent unusual circumstances, medical certifications must be provided within fifteen (15) days. The City of Northfield will also require periodic status reports from employees concerning their intended return date.**

Failure to provide requested documentation may result in denial of leave. The City of Northfield may attempt to clarify or authenticate the certification or may require additional certifications to support the need for leave. When leave is taken to care for a family member, the City of Northfield may require the employee to provide documentation or a statement of family relationship (e.g., birth certificate or court document) and proof of the need to care for the family member.

Utilization of Paid Leave. The City of Northfield will require the use of paid leave, and employees shall be required to exhaust accrued paid sick leave, vacation leave, and personal time, in that order, prior to going on unpaid-leave status. Depending upon the circumstances, employees may be entitled to receive short-term disability, workers' compensation benefits, paid family leave benefits, or other state-sponsored wage replacement benefits which pay a portion of normal

compensation. These benefits will run concurrently with the employee's unpaid leave, if such leave is unpaid, to the extent permissible by law.

Coordination with other Leave Policies. The period of time attributable to the employee's absence due to any disability, or sick leave, will be counted against available leave under this policy to the extent permitted by law. In certain circumstances, the basis for the leave may qualify under the federal Family and Medical Leave Act and/or the New Jersey Family Leave act. If so, the City of Northfield will treat the leave concurrently with the leave under those statutes.

Intermittent Leave. When medically necessary, leave taken because of a serious health condition of an employee or family member or to care for a Covered Service member may be taken on an intermittent or reduced work schedule basis. The employee and City of Northfield shall attempt to work out a schedule for such leave that meets the employee's needs without unduly disrupting the City of Northfield's operations, subject to the approval of the employee's health care provider. The City of Northfield may require an employee taking intermittent or reduced work schedule leave to transfer temporarily to an alternative position with equivalent pay and benefits that is better suited to the leave schedule.

Employment and Benefits Protection. During the leave, health benefits will continue for up to twelve (12) weeks in each rolling twelve (12) month period under the same conditions as if the employee continued to work. Employees must, however, pay the same amount for any benefits continued as they do prior to the leave. Other benefits, if any, will continue during the leave under the same conditions as if the employee continued to work.

If paid leave is substituted for unpaid FMLA leave, the City of Northfield will deduct the employee's portion of the health plan premium as a regular payroll deduction. If the employee's FMLA leave is unpaid, the employee must pay his/her portion of the premium in accordance with a payment method that is devised and mutually agreed upon between the employee and the City of Northfield.

Employees should consult with their Department Head and human resources official prior to taking an approved leave. If you fail to return to work after your FMLA leave for any reason except for circumstances beyond your control, you must pay back all unpaid health insurance premiums. With regard to the employee's contribution portion of his/her health benefits pursuant to Chapter 78, P.L. 2011 and any voluntary supplemental benefits that the employee may have, the employee is solely responsible for making payment arrangements with the City of Northfield or for any voluntary benefits, to the respective insurance company. Your healthcare coverage may cease if your premium payment is more than thirty (30) days late. With regard to any pension contribution that you may have, you must contact the human resources official to make payment arrangements concerning contributions or credits paid toward your pension benefits. If you fail to return to work after your FMLA leave for any reason except for circumstances beyond your control, you must pay back all unpaid health insurance premiums.

Before returning to work following a medical leave (except for intermittent or reduced schedule leave) due to the employee's own serious health condition, the employee will be required to present a fitness for duty certification from his/her health care provider that he/she is medically able to resume work. If the date on which the employee is scheduled to return to work from FMLA leave changes, the employee is required to give notice of the change, if foreseeable, to the City of Northfield within two (2) business days of the change.

Subject to some exceptions, most employees will be returned to the position they left or to a position equivalent in pay, benefits and other terms of employment. Individuals identified as "key employees" (the highest paid 10% of salaried employees at the work site or within a seventy-five (75) mile radius of that work site) at the beginning of their leave may not be returned to their former or equivalent position if restoration will cause substantial economic injury to the City of Northfield. Employees will be informed of their key employee status at the beginning of the leave period.

A failure to return from FMLA leave for reasons other than the employee's own serious health condition may result in termination of employment. In the event that an employee cannot return to work at the end of FMLA leave due to a continuation of his/her own serious health condition, they must contact the City of Northfield before the expiration of the leave to discuss their options under state and federal law. State leave laws may provide additional leave similar to that provided under the FMLA. The City of Northfield will comply with these state law provisions to the extent they provide for more generous benefits. State leave law benefits will run concurrently with FMLA benefits to the extent permitted by law.

NJ Family Leave Insurance. During a period of unpaid leave to care for a family member with a serious health condition or a newborn or adopted child or child placed into foster care with the employee, the employee may be eligible for up to twelve (12) weeks of Family Leave Insurance ("FLI") payments through the State in a twelve (12) month period. FLI is a monetary benefit paid by the State and not a separate leave entitlement and will thus run concurrently with FMLA and/or NJFLA leaves.

The employee will not be eligible to accrue seniority or benefits, including vacation and holidays, during any period of unpaid FMLA leave. The City of Northfield will notify employees of their options to continue to participate in our group health plans during FMLA leave.

An employee who is eligible for and receives State Temporary Disability Insurance ("TDI") benefits during a leave or FLI benefits during a leave shall be entitled to be restored by the employer to the position held by the employee when the leave commences or to an equivalent position of like seniority, status, employment benefits, pay, and other terms and conditions of employment.

## **New Jersey Family Leave**

The City of Northfield provides eligible employees with up to twelve (12) weeks of unpaid, job-protected leave for specified family reasons under the New Jersey Family Leave Act (NJFLA).

Eligible Employees. To be eligible for NJFLA leave, an employee must have worked at least ~~twelve (12)~~ three (3) months for the City of Northfield and have worked at least ~~1,000~~250 hours for the City of Northfield over the previous twelve (12) months.

Qualifying Reasons for Leave. An employee may take NJFLA leave to care for:

- A newly born or adopted child or a child placed into foster care with the employee, but the leave must start within twelve (12) months of the birth of the child or the placement of the child.
- A family member (sibling, grandparent, grandchild, child, spouse, domestic partner, civil union partner, parent-in-law, or parent of a covered individual, or any other individual related by blood to the employee, and any other individual that the employee shows to have a close association with the employee which is the equivalent of a family relationship) with a serious health condition.
- In the event of a state of emergency declared by the Governor, or when indicated to be needed by the Commissioner of Health or other public health authority, an epidemic of a communicable disease, a known or suspected exposure to the communicable disease, or efforts to prevent spread of a communicable disease, which:
  - (i) requires in-home care or treatment of a child due to the closure of the school or place of care of the child of the employee, by order of a public official due to the epidemic or other public health emergency.
  - (ii) prompts the issuance by a public health authority of a determination, including by mandatory quarantine, requiring or imposing responsive or prophylactic measures as a result of illness caused by an epidemic of a communicable disease or known or suspected exposure to the communicable disease because the presence in the community of a family member in need of care by the employee, would jeopardize the health of others; or
  - (iii) results in the recommendation of a health care provider or public health authority, that a family member in need of care by the employee voluntarily undergo self-quarantine as a result of suspected exposure to a communicable disease because the presence in the community of that family member in need of care by the employee, would jeopardize the health of others.

Leave taken to care for a newly born or adopted child or a child placed into foster care with the employee may be consecutive or intermittent and must begin by the end of the twelve (12) month period after the birth or placement for adoption or foster care.

Leave Benefits. An employee may take up to a maximum of twelve (12) weeks of NJFLA leave in a twenty-four (24) month period, which is measured as a rolling twenty-four (24) month period that commences with the first day of NJFLA leave taken.

You may take NJFLA leave to care for a seriously ill family member:

- As a single block of time.
- By reducing your normal work schedule for no more than twenty-four (24) consecutive weeks in a twenty-four (24) month period.
- Intermittently when medically necessary.

Employees permitted to take intermittent or reduced-schedule leave must try to schedule their leave so that it will not unduly disrupt the City of Northfield's operations. The total time within which an intermittent leave is taken may not exceed a twelve (12) month period, if such leave is taken in connection with a single serious health condition.

Intermittent leaves taken in connection with more than one serious health condition episode must be taken within a consecutive twenty-four (24) month period, or until such time as the employee's twelve (12) week family leave entitlement is exhausted, whichever is shorter. An employee taking family leave on a reduced leave schedule shall not be entitled to such leave for more than a consecutive twenty-four (24) week period. An eligible employee shall be entitled to only one leave on a reduced leave schedule during any consecutive twenty-four (24) month period. Any remaining family leave to which the employee is entitled subsequent to the expiration of a leave taken on a reduced leave schedule may be taken on a consecutive or intermittent basis.

The City of Northfield will require the use of paid leave, and employees shall be required to exhaust accrued paid sick leave, vacation leave, and personal time, in that order, prior to going on unpaid-leave status. If the employee applies and is eligible for New Jersey Family Leave Insurance ("FLI") benefits [see "New Jersey Family Leave Insurance" section below] during his/her NJFLA leave, the employee will not be required to use accrued paid leave instead. The employee will not be eligible to accrue seniority or benefits, including vacation and holidays, during any period of unpaid NJFLA leave. The City of Northfield will notify employees of their options to continue to participate in our group health plans during NJFLA leave.

#### Required Notice and Certifications.

Employees must provide the City of Northfield with advance notice of need for leave, as follows:

- At least thirty (30) days before leave to bond with a newborn or newly adopted child, unless the time of the leave is unforeseeable or the time of the leave changes for unforeseeable reasons.

- In a reasonable and practicable manner for leave to care for a seriously ill family member on a continuous, non-intermittent basis, unless an emergency or other unforeseen circumstance precludes advance notice.
- At least fifteen (15) days before leave to care for a seriously ill family member or leave to bond with a newborn or newly adopted child on an intermittent basis unless an emergency or other unforeseen circumstance precludes advance notice.

If advance written notice is not possible because of an emergency, the employee must provide the City of Northfield with reasonable oral notice and then follow up with written notice.

The employee must also give the City of Northfield a medical certification supporting the need for leave. The City of Northfield reserves the right to require second or third medical opinions and periodic re-certifications. The employee must also provide periodic reports during the leave regarding the employee's status and intent to return to work as deemed appropriate by the City of Northfield. If an employee fails to provide the required documentation, the City of Northfield may delay the start of the employee's NJFLA leave, withdraw any designation of NJFLA leave or deny the leave, in which case the absences will be treated in accordance with the City of Northfield's standard leave of absence and attendance policies and the employee may be subject to discipline up to and including termination of employment.

If an employee provides false or misleading information or omits material information about an NJFLA leave, the employee will be subject to discipline up to and including immediate termination of employment.

Benefits Protection. During a family leave of absence, the employee's health benefits will be maintained under the same conditions as if the employee continued to work. If the employee decides to return to work when his/her family leave of absence ends, the employee may be reinstated to the same or equivalent job with the same pay, benefits, and terms and conditions of employment. If the employee decides not to return to work when the family leave of absence ends, the employee may be required to reimburse the City of Northfield for the health insurance premiums paid on his/her behalf during the leave of absence (except if the failure to return to work was caused by the continuation, recurrence, or onset of serious health condition which would entitle the employee to a leave of absence under the law or other circumstances beyond the employee's control).

With regard to any pension contributions, the employee must contact the human resources official to make payment arrangements concerning contributions or credits paid toward his/her pension benefits. Employees should consult with the City of Northfield prior to taking an approved leave.

Returning to Work after NJFLA Leave. On returning to work after NJFLA leave, eligible employees will typically be restored to their original job or to an equivalent job with equivalent

pay, benefits and other employment terms and conditions. Any employee who fails to return to work as scheduled after NJFLA leave or exceeds the twelve (12) week NJFLA entitlement will be subject to the City of Northfield's standard leave of absence and attendance policies. This may result in termination if the employee's continued absence is unauthorized (for example, if the employee has no other City of Northfield-provided leave available to him/her).

Retaliation Prohibited. The City of Northfield and the NJFLA prohibit the interference with, restraint of or denial of any right provided under the NJFLA and/or discharge or discrimination against any person for opposing any practice made unlawful by the NJFLA or for involvement in any proceeding under or relating to the NJFLA. The City of Northfield encourages employees to bring any concerns or complaints about retaliation or compliance with the NJFLA to the attention of the Chief Administrative Officer, or Mayor or his designee.

New Jersey Family Leave Insurance. During a period of unpaid leave to care for a family member with a serious health condition or a newborn or adopted child or child placed into foster care with the employee, the employee may be eligible for up to twelve (12) weeks of Family Leave Insurance ("FLI") payments through the State in a twelve (12) month period. FLI is a monetary benefit paid by the State and not a separate leave entitlement and will thus run concurrently with FMLA and/or NJFLA leaves.

An employee who receives Family Leave Insurance ("FLI") benefits during a leave shall be entitled to be restored by the employer to the position held by the employee when the leave commences or to an equivalent position of like seniority, status, employment benefits, pay, and other terms and conditions of employment.

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 176-2026**

**A RESOLUTION AUTHORIZING THE CONTACT PERSONS  
TO ACCESS THE EMPLOYMENT PRACTICES LIABILITY  
CONSULTATION SERVICE (EPL)  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Governing body of the City of Northfield hereinafter referred to as “MUNICIPALITY”, is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as “FUND”; and

**WHEREAS**, the FUND has adopted a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

**WHEREAS**, the FUND has budgeted an annual allowance per member for EPL consulting services; and

**WHEREAS**, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the City of Northfield does hereby designate Shannon Campbell, Alternate Fund Commissioner, as its Contact Person.

**BE IT FURTHER RESOLVED** that the Governing Body does hereby designate the Municipal Solicitor and Fund Commissioner Carolyn Bucci as additional Contact Persons.

I, SHANNON CAMPBELL, Deputy Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 177-2026**

**RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN  
AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF  
TRANSPORTATION**

**WHEREAS**, the New Jersey Department of Transportation (NJDOT) has proposed a pavement reconstruction project along an 8.5-mile section of Route 9, from Chapman Boulevard in the City of Somers Point, to Route 30, in the City of Absecon; and

**WHEREAS**, the project goals include replacement of deficient pavement, providing sufficient bicycle and pedestrian accommodations, addressing safety issues where feasible, and addressing recurring flooding concerns—while minimizing impact on the communities along the project route; and

**WHEREAS**, as a project stakeholder, City of Northfield supported this project in terms of Resolution 36-2022 on January 4, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield that the Mayor be and hereby is authorized to enter into agreement with the State of New Jersey Department of Transportation, attached as Exhibit A.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be provided to Vanessa J. Meades, Principal Engineer / Regional Coordinator for the NJDOT's Office of Government & Community Relations.

I, Shannon Campbell, Deputy Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted a Regular Meeting of the Common Council of Northfield, held this 23rd day of June, 2026.

---

Shannon Campbell, RMC  
Deputy Municipal Clerk

UECAMUNS (3-15-2023)

**Work done by State's Contractor**

Rt 9, Chapman Blvd to Rt 30 (Whitehorse Pike)  
Absecon City, Linwood City, Northfield City,  
Pleasantville City, Somers Point City  
Atlantic County  
City of Northfield  
UECA-13-RT9ChapmanBlvd-Route30-193690  
UPC Code: 193690  
Contract ID No.: 26-14788

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, between the COMMISSIONER OF TRANSPORTATION, acting for and in the name of the STATE OF NEW JERSEY, hereinafter called the "State", and the City of Northfield, hereinafter called the "Utility".

WHEREAS, State is about to undertake the design and construction of Rt 9, Chapman Blvd to Rt 30 (Whitehorse Park) located in Absecon City, Linwood City, Northfield City, Pleasantville City, Somers Point City; Atlantic County, hereinafter called the "Project"; and

WHEREAS, the Project may require the construction of new, and/or the protection, relocation and/or adjustment of facilities of the existing Public work facilities system which is owned and operated by the Utility; and

WHEREAS, Utility's legal right to occupy public right-of-way, subject to the conditions imposed by the State, is in no way mitigated by this Agreement; and

WHEREAS, Utility is not obligated by State law or agreement to relocate its own facilities at its own expense for this type of Project; and

WHEREAS, the provisions of the State's Accommodation of Utilities within Highway Right-of-Way N.J.A.C. 16:25 and Code of Federal Regulations, 23 C.F.R. 645, Subpart B are applicable.

NOW THEREFORE, State and Utility, for the mutual benefits to be obtained, agree as follows:

- (1) The State and Utility shall cooperate in developing plans and cost estimates for their respective work necessitated by the Project.
- (2) The Utility shall designate a responsible representative to coordinate its effort with those of the State.
- (3) The State will, at its sole cost and expense, contract for and cause to be constructed, all items indicated in the State's contract plans and specifications for the Project, related to existing and proposed facilities owned and operated by the Utility.
- (4) The State will authorize and reimburse the Utility for its actual costs for design, review, approval and inspection, for the protection, relocation or adjustment of its existing facilities necessary to accomplish the Project.
- (5) The Utility's preliminary engineering design costs for correspondence, meetings and exchanges of engineering information are eligible for reimbursement and the State will accept billing of these costs after this Agreement is fully executed and issued.
- (6) The Utility shall disclose and verify its existing facilities at no cost to State within the Project

**Work done by State's Contractor**

Rt 9, Chapman Blvd to Rt 30 (Whitehorse Pike)  
Absecon City, Linwood City, Northfield City,  
Pleasantville City, Somers Point City  
Atlantic County  
City of Northfield  
UECA-13-RT9ChapmanBlvd-Route30-193690  
UPC Code: 193690  
Contract ID No.: 26-14788

limits identifying the facility type, size and operating potentials.

- (7) The State will indicate the existing and proposed utility facilities, owned and operated by the Utility, and to be constructed by the State, in State's contract documents for the Project.
- (8) When the State proceeds to develop the Project plans, the State and Utility shall jointly identify potential conflicts between the Utility's facilities and the Project, and shall jointly develop a scheme for the protection, relocation, rearrangement and/or betterment of facilities in accordance with N.J.A.C. 16:25 Utility Accommodation to accomplish the Project.
- (9) Subsequent to the development of the above scheme with the approval of the State and concurrence of the Utility, the State will issue a "Utility Owner Design Authorization (Check List)" describing the utility work and authorizing the State's designer to finalize design plans, estimates, and schedules necessary to construct new, and/or protect, relocate, and/or rearrange facilities in concert with the Project, and incorporate them into the State's Project contract documents.
- (10) The State will develop a "Utility Agreement Modification" which may include a Utility Agreement Plan outlining work "To be performed by State's contractor at State Expense", estimated cost for field engineering, inspection and/or valve turning operations to be performed by Utility's personnel. This will be issued in the person of the Executive Regional Manager Team C (NJDOT).
- (11) The purpose of this Agreement is to cover all the required utility facility construction, protection, relocation, and rearrangement work necessitated by the Project; however, it is agreed that the State, in the person of the Executive Regional Manager Team C (NJDOT), will issue modifications to this Agreement to cover unanticipated work, resulting from Project activities and/or field conditions.
- (12) State will supply the Utility with a copy of the contract plans and specifications when the Project is advertised.
- (13) The State will request, by certified mail, the Utility to submit final invoices for costs incurred by the Utility upon; (a) completion of design; (b) completion of the utility work; or (c) cancellation of the Project. All such invoices shall be submitted to the State within sixty (60) days of this request. The State may not accept invoices for payment submitted after the sixty (60) day period.

**Work done by State's Contractor**

Rt 9, Chapman Blvd to Rt 30 (Whitehorse Pike)  
 Absecon City, Linwood City, Northfield City,  
 Pleasantville City, Somers Point City  
 Atlantic County  
 City of Northfield  
 UECA-13-RT9ChapmanBlvd-Route30-193690  
 UPC Code: 193690  
 Contract ID No.: 26-14788

- (14) All matters pertaining to subcontracted work, billing, estimates, survey control, extra work items and inspection responsibility shall be in accordance with the Memorandum Of Record dated January 10, 2013, entitled: "Procedures Governing Estimation of Costs, Requirements During Construction and Billing the New Jersey Department of Transportation for Public Utility Work", and in accordance with the Federal Regulations 23 CFR 645, Subpart A and with it being understood that where the State's Regulations are in conflict with the Federal Regulations, the Federal Regulations shall govern. Billing shall be based on accounting methods used by the Utility in conformity with the system of accounts adopted and prescribed by the Division of Local Government Services of the State of New Jersey. The matter of "Credit for Expired Service Life" has been considered for all items and where allowances apply, same are hereinafter specified in description of items and the cost summary.
- (15) The Utility will comply with the Buy America Federal Regulation requirements U.S.C. 313 and 23 CFR 635.410, for all steel and iron materials furnished by the Utility and its Subcontractors for permanent incorporation in this Project. Under this requirement, all manufacturing processes for steel and iron products shall occur in the United States including all melting, rolling, extruding, machining, bending, grinding, drilling and coating. The Utility Company shall submit a Buy America Commitment letter at the time of execution of this Agreement affirmatively stating that the Utility is committed to complying with all the requirements of the Buy America Federal Regulations. The State reserves the right to audit such records at the completion of the Project. The lack of these documents will be justification for rejection of the steel and/or iron product thus resulting in nonpayment for all work performed by the Utility.
- With the Final Construction Invoice submission, the Utility shall submit a "Buy America Certification of Compliance" certifying that:
- All steel and iron products provided for permanent incorporation in the Project, were made from steel and iron that was melted and manufactured in the United States including the application of coatings which protect or enhance the value of the material.**
- Or if any material does not comply with these requirements, the Utility will indicate what material does not comply. The State may require the Utility to remove and replace material that does not comply with the Buy America requirements, at no expense to the Department and may deny the Utility reimbursement for all the relocation costs incurred by the Utility.
- (16) The Utility shall perform the work, specified herein, with its own forces wherever possible and only have that portion of the work performed by a consultant or contractor that the Utility is not adequately staffed or equipped to perform with its own forces.
- (17) The intention of this Agreement is that facilities which are removed, relocated, or disrupted will be replaced in such a manner that shall result in services being restored to the status and degree of use as existed prior to said changes. The Utility and the State agree to jointly use their best efforts to relocate, adjust and/or abandon the existing facilities and construct any new facilities without detrimentally affecting or interrupting services to the Utility's customers. In the event during construction of the Project it is necessary to detrimentally affect

**Work done by State's Contractor**

Rt 9, Chapman Blvd to Rt 30 (Whitehorse Pike)  
Absecon City, Linwood City, Northfield City,  
Pleasantville City, Somers Point City  
Atlantic County  
City of Northfield  
UECA-13-RT9ChapmanBlvd-Route30-193690  
UPC Code: 193690  
Contract ID No.: 26-14788

or interrupt services, the Utility shall be notified at least 48 hours in advance, unless the particular circumstances dictate less notice.

- (18) The design of utility facilities intended to be constructed by the State for the Utility shall be approved by the Utility before the State includes such facilities in the State's contract documents before the Project is advertised.
- (19) In no case will the State pay for betterment of facilities nor will the State pay any costs for work performed for the sole benefit or convenience of the Utility, the State's contractor, or the Utility's contractor.
- (20) Utility facilities constructed under the terms of this Agreement shall become the sole property of the Utility and the Utility shall be solely responsible for their operation, repair, and maintenance.
- (21) The State will obtain and bear the cost of all permits, environmental or otherwise, relating to the construction of new, and/or the protection, relocation and/or rearrangement of existing facilities, as necessitated by the Project, whether the necessary utility work is within or outside of the highway right-of-way. However, should the Utility choose to install facilities that constitute betterment, then it is the sole responsibility of the Utility to obtain the permits necessary for said betterment. It is further understood that should the Utility desire to install additional facilities, at a future date within the highway right-of-way, the Utility shall obtain the appropriate Utility Permit from the authority having jurisdiction over the highway. This Agreement is the Utility Permit for the work authorized herein.
- (22) Subject to provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-et seq., the State will be responsible for personal injuries and property damage caused by the actions of the State, its employees or agents which arises out of this Agreement. Any claim for such personal injury or property damage must be filed in accordance with N.J.S.A. 59:8-1 et seq.
- (23) Subject to the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et. Seq., the Utility will be responsible for personal injuries and property damage caused by the actions of the Utility, its employees or agents which arises out of this Agreement. Any claim for such personal injury or property damage must be filed in accordance with N.J.S.A. 59:8-1 et seq.
- (24) The State has estimated the Utility's engineering costs for the Project and will adjust these costs to reflect the actual costs incurred by the Utility by issuing the appropriate Utility Agreement Modification.
- (25) The Utility's engineering costs incurred for the Project are eligible for reimbursement as of 7/16/2025, and are estimated to be \$10,000.00

**Work done by State's Contractor**

Rt 9, Chapman Blvd to Rt 30 (Whitehorse Pike)  
Absecon City, Linwood City, Northfield City,  
Pleasantville City, Somers Point City  
Atlantic County  
City of Northfield  
UECA-13-RT9ChapmanBlvd-Route30-193690  
UPC Code: 193690  
Contract ID No.: 26-14788

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed the date and year first written above.

ATTEST:

CITY OF NORTHFIELD

\_\_\_\_\_  
Name:  
Title:

By: \_\_\_\_\_  
Name:  
Title:

ATTEST:

STATE OF NEW JERSEY  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
Anika James, Secretary  
Department of Transportation

By: \_\_\_\_\_  
Tina M. Shutz, Director  
Capital Program Support

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

This aforementioned Agreement has been reviewed and approved as to form.

Recommended:

MATTHEW J. PLATKIN  
ATTORNEY GENERAL OF NEW JERSEY

By: \_\_\_\_\_  
Nonee Lee Wagner  
Deputy Attorney General

\_\_\_\_\_  
Arpita Upadhyay, Project Management  
Specialist 3, Team C  
*(PM date & PM's typed name then Sign on-line  
above name)*

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

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 178-2026**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, on behalf of the Family Association of Northfield (FAN) Mrs. Jennifer Hale has properly submitted an Application for Use of Facilities requesting use of “limited use of the Little League, Softball, and Babe Ruth outfields” as follows:

August 1, 2026- December 1, 2026  
Monday – Friday from 4:30pm until 8:30pm for practices (cheer practice)  
Saturdays and Sundays from 8am until 6pm for football warm ups  
(only on game days)

**WHEREAS**, if approved, Family Association of Northfield will coordinate any conflict dates with Mr. Pat McCarthy, Mainland/Babe Ruth Baseball, for use of the Babe Ruth outfield – refer to Resolution 49-2026; and

**WHEREAS**, if approved, Family Association of Northfield will coordinate any conflict dates with Mr. Sean Sutley, Full Speed Baseball, for use of the Babe Ruth outfield – refer to Resolution 87-2026; and

**WHEREAS**, if approved, Family Association of Northfield will coordinate any conflict dates with Mr. Sean Sutley, 16U SJ Sand Sharks Baseball, for use of the Babe Ruth outfield – refer to Resolution 88-2026; and

**WHEREAS**, if approved, Family Association of Northfield will coordinate any conflict dates with Mr. Jason Yard, Northfield Little League, for use of the Little League And Softball outfields – refer to Resolution 84-2026; and

**WHEREAS**, said approval requires the use of lights during some hours of play where it may be needed, and fees shall be paid in accordance with Chapter 250 of the Municipal Code; and

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mrs. Jennifer Hale as follows:

August 1, 2026- December 1, 2026  
Monday – Friday from 4:30pm until 8:30pm for practices (cheer practice)  
Saturdays and Sundays from 8am until 6pm for football warm ups  
(only on game days)

**BE IT FURTHER RESOLVED**, that said approval is 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** that all baseball facilities are presently open to the public, however, the decision to open and 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, Shannon Campbell, Deputy Municipal Clerk of the City of Northfield 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 23rd day of June, 2026.

---

Shannon Campbell, RMC  
Deputy Municipal Clerk



**CITY OF NORTHFIELD**  
**Application for Use of Facilities**  
**(Other than Use of Birch Grove Park Center)**

Name and Address of Organization: Family Association of Northfield (FAN)  
P.O. Box 723, Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Non-profit that provides both recreational and travel-level sports opportunities to teach young athletes the fundamentals of sports while fostering teamwork, sportsmanship, and confidence.

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? \$ 125-170 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Jennifer Hale Title/Affiliation Board Trustee

Home Address: 223 Bates Avenue, Northfield, NJ 08225

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Name and Location of Facility(ies) Being Requested: Outfields of Farm, Little League, and Babe Ruth Baseball Fields

For the Following Purpose: Monday - Friday (Cheer Practice), Sat. + Sun. (FB Warm Ups)  
on the Following Date(s): 08/01/2020 - 12/01/2020

Specify Hours of Use: From: (M-F) 4:30pm (S/S) 8am To: (M-F) 8:30pm (S/S) 10pm Are Field Lights Requested\*?  Yes

\*If Yes, Provide Dates / Times for Requested Light Use: Monday - Friday (4:30pm - 8:30pm)  
Saturday + Sunday (5:00pm - 10:00pm)

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

# of Participants per Date: 200 # of Participants who are Northfield Residents: 200

Will Juveniles be Present? Yes  No  If Yes, What Ages? 10-14

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, Use of Facilities Agreement and City of Northfield "Protection and Safe Treatment of Minors" Policy and agrees to abide by and comply with the terms of the Guidelines, Policy, and 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: J. Hall DATE: 08/15/2020  
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.

**FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 179-2026**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, on Mr. Ja'briel Mace has properly submitted an Application for Use of Facilities requesting use of the Football Field on Saturday July 11<sup>th</sup> with an alternate date of Saturday July 18<sup>th</sup> from 9am until 12pm; and

**THEREFORE, BE IT FURTHER RESOLVED**, that said approval is 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** that all football facilities and related buildings are presently open to the public, however, the decision to open and or close the football facilities and related buildings 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.

Common Council of the City of Northfield 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 23rd day of June, 2026.

---

Shannon Campbell, RMC  
Deputy Municipal Clerk



**CITY OF NORTHFIELD**  
**Application for Use of Facilities**  
***(Other than Use of Birch Grove Park Center)***

Name and Address of Organization: Jabriel Mace - independent

Tell Us Who You Are / Description and Purpose of Organization: Mainland football alum and current Villanova running back! Wanting to give back to the local community

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? \$ 75 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Jabriel Mace Title/Affiliation independent

Home Address: 50 matslanding road apt 151 151

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Name and Location of Facility(ies) Being Requested: BIRCH GROVE PARK, football field

For the Following Purpose: YOUTH Football camp

on the Following Date(s): JULY 11th or JULY 18th whatever work's!

Specify Hours of Use: From: 9 am To: 12 pm Are Field Lights Requested\*? NO

\*If Yes, Provide Dates / Times for Requested Light Use: \_\_\_\_\_

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

# of Participants per Date: 20-50 # of Participants who are Northfield Residents: 10

Will Juveniles be Present? Yes  No  If Yes, What Ages? 5-14

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, Use of Facilities Agreement and City of Northfield "Protection and Safe Treatment of Minors" Policy** and agrees to abide by and comply with the terms of the Guidelines, Policy, and 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: Jabriel Mace DATE: 06-18-2026  
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.

**FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 180-2026**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, on behalf of the Family Association of Northfield (FAN) Mrs. Jennifer Hale has properly submitted an Application for Use of Facilities requesting use of the Football Field, Practice Field, and surrounding buildings (snack bar, restrooms, and tower as follows:

July 1, 2026- December 1, 2026  
Monday – Friday from 5pm until 9pm for practices  
Saturdays and Sundays from 8am until 9pm for games

**WHEREAS**, said approval requires the use of lights during some hours of play where it may be needed, and fees shall be paid in accordance with Chapter 250 of the Municipal Code; and

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mrs. Jennifer Hale as follows:

**Football Field, Practice Field, snack bar, restrooms, and tower**

July 1, 2026- December 1, 2026  
Monday – Friday from 5pm until 9pm for practices  
Saturdays and Sundays from 8am until 9pm for games

**BE IT FURTHER RESOLVED**, that said approval is 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** that all football facilities and related buildings are presently open to the public, however, the decision to open and or close the football facilities and related buildings 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.

Common Council of the City of Northfield 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 23rd day of June, 2026.

---

Shannon Campbell, RMC  
Deputy Municipal Clerk



CITY OF NORTHFIELD
Application for Use of Facilities
(Other than Use of Birch Grove Park Center)

Name and Address of Organization: FAMILY ASSOCIATION OF NORTHFIELD (FAN)
P.O. Box 723, Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Non-profit that provides both recreational and travel-level sports opportunities to teach young athletes the fundamentals of sports while fostering teamwork, sportsmanship, and confidence.

Is the Group a Not-For-Profit Organization? [X] Yes [ ] No

Do Participants Pay a Fee for Your Sport/ Event? [X] Yes [ ] No

If Yes, How Much? \$125-170 per: [ ] Person [ ] Day [X] Season [ ] (other)

Name of Applicant / Responsible Party: Jennifer Hale Title/Affiliation Board Trustee

Home Address: 223 Bates Avenue, Northfield, NJ 08225

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

Name and Location of Facility(ies) Being Requested: Football field, practice field, snack bar, bathrooms, and tower

For the Following Purpose: 2020 Northfield Cardinals Cheer + Football Season

on the Following Date(s): 07/01/2020 - 12/01/2020

Specify Hours of Use: From: 08:00 AM To: 09:00 PM Are Field Lights Requested\*? [X] Yes

\*If Yes, Provide Dates / Times for Requested Light Use: Practices (Mon.- Fri. 5:00pm - 9:00pm) Games (Sat. + Sun. 8:00am - 12:00pm)

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

# of Participants per Date: 200 # of Participants who are Northfield Residents: 200

Will Juveniles be Present? Yes [X] No [ ] If Yes, What Ages? 0-14

Have You Applied to Other Municipalities for Use of their Facilities for this Event? [ ] Yes [X] 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, Use of Facilities Agreement and City of Northfield "Protection and Safe Treatment of Minors" Policy and agrees to abide by and comply with the terms of the Guidelines, Policy, and 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: [Signature] DATE: 04/15/2020
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.

FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 181-2026**

**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(4), REGARDING CONTRACT NEGOTIATIONS INVOLVING THE CROSSING GUARDS COVERED UNDER THE AGREEMENT BETWEEN THE CITY OF NORTHFIELD AND THE GOVERNMENT WORKERS UNION LOCAL NO. 420 FOR WHITE COLLAR EMPLOYEES AND PURSUANT TO N.J.S.A. 10:4-12b(7), REGARDING CONTRACT NEGOTIATIONS AND MATTERS THAT FALL WITHIN THE ATTORNEY-CLIENT PRIVILEGE**

**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 does not open to the public certain matters relating to items authorized by NJSA 10:4-12b(4) and NJSA 10:4-12b(7), specifically the terms and conditions of employment as they relate to crossing guards employed by the City of Northfield and potential related contract negotiations together with matters that fall within the attorney-client privilege.

**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, Shannon Campbell, Deputy 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 23rd day of June, 2026.

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Shannon Campbell, RMC  
Deputy Municipal Clerk