

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
JULY 13, 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 July 13, 2021 at www.cityofnorthfield.org to determine current seating availability. Face coverings and social distancing will be required for in-person attendance. To reserve an available seat, contact the Office of the Municipal Clerk at 609-641-2832, ext 125, no later than 4:00pm on July 13, 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/82618879501> or by telephone using one tap mobile +16465588656,,82618879501# or direct dial +1 646 558 8656 using Meeting ID: 826 1887 9501. For those wishing to comment during the dedicated public comment portion of the meeting, but who may be unable to attend (in person or via Zoom), public comments may also be submitted in advance via email to mcanesi@cityofnorthfield.org or by written letter to the Office of the Municipal Clerk, 1600 Shore Road, Northfield NJ 08225, or by hand delivery to the drop box in the parking lot at the south corner of the municipal building, addressed to the attention of the Municipal Clerk. Comments shall contain the name and address of the author, will be read aloud and addressed during the remote public meeting, and must be received by 2:00pm on July 13, 2021.

FLAG SALUTE

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

MAYOR: Chau

APPROVAL OF MINUTES – June 15, 2021 and June 24, 2021

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- | | |
|-----------------|--|
| 118-2021 | To Approve an Application for Use of Facilities |
| 119-2021 | A Resolution to Request Street Lighting Installation and Upgrades from Atlantic City Electric |
| 120-2021 | A Resolution for Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation for the Project Known as MA-2022 Reconstruction of Oak Avenue – 00621 |
| 121-2021 | Work Change Order No. 1 – Final, City Hall ADA Ramp/Stair/Canopy Compliance |

CITY OF NORTHFIELD COUNCIL MEETING AGENDA JULY 13, 2021

- | | |
|-----------------|---|
| 122-2021 | Inserting an Item of Revenue in the 2021 Budget |
| 123-2021 | Amending Ordinance 7-2021 as Introduced, Establishing a Clarification which does not Constitute a Material Change to the Substance of the Ordinance |
| 124-2021 | Authorizing the Tax Collector of the City of Northfield, County of Atlantic to Amend the Grace Period for 3rd Quarter Property Tax Payments |
| 125-2021 | A Resolution Providing for an Executive Session not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(B)(7) – Matters Covered Under the Attorney Client Privilege |
| 126-2021 | A Resolution Providing for an Executive Session not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(B)(7) – Contract Negotiations and Matters Covered Under the Attorney Client Privilege |
| 127-2021 | Resolution Joining the Establishment of the Central Municipal Court of Atlantic County |
| 128-2021 | Resolution Entering into a Shared Service Agreement with the Town of Hammonton for a Joint Municipal Court |

ORDINANCES

- | | |
|---------------|---|
| 5-2021 | Bond Ordinance Appropriating Eight Hundred Ninety Thousand Dollars (\$890,000) and Authorizing the Issuance of Eight Hundred Forty-Five Thousand Five Hundred Dollars (\$845,500) in Bonds or Notes of the City of Northfield for Various Improvements or Purposes Authorized to be Undertaken by the City of Northfield, in the County of Atlantic, New Jersey
<i>2nd Reading / Public Hearing / Final Consideration</i>
<i>Published in Press of AC with Estoppel Statement 07/17/2021</i> |
| 6-2021 | An Ordinance Creating a New Chapter 39 of the Municipal Code of the City of Northfield Entitled “City of Northfield Municipal Alliance”
<i>2nd Reading / Public Hearing / Final Consideration</i>
<i>Published in Press of AC 07/17/2021</i> |
| 8-2021 | An Ordinance by the City of Northfield in the County of Atlantic, New Jersey <u>Prohibiting</u> the Operation of Any Class of Cannabis Businesses within its Geographical Boundaries and Adding Section 215-151b.(16) of the City of Northfield Municipal Code
<i>Introduction / No Public Input / Published in the Press of AC 07/17/2021</i>
<i>2nd Reading / Public Hearing / Final Consideration 08/10/2021</i> |

PAYMENT OF BILLS \$ 2,991,474.14

MEETING NOTICES

City Council August 10th 6pm Work Session
Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 118-2021**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Anthony Buccafurni has properly submitted an Application for Use of Facilities requesting use of the Babe Ruth Baseball Field from August 15, 2021 through December 31, 2021 for practice and potential games (3 hour maximum per date); and

WHEREAS, Mr. Anthony Buccafurni has presented this request on behalf of 13U South Jersey Sandsharks; 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

WHEREAS, the President of the Northfield Babe Ruth has advised that use can be granted with specific dates and times to be determined based on the future needs of the Babe Ruth Program and previously authorized field use requests.

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

BE IT FURTHER RESOLVED, 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, 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 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

118-2021 Attachments



CITY OF NORTHFIELD

Application for Use of Facilities

Name and Address of Organization: 13U South Jersey Sandsharks

Tell Us Who You Are / Description and Purpose of Organization: 13U Travel baseball team focuses on youth development in preparation for High School baseball. Team consists of 50% Northfield Players and Coaches

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? \$ 250 per: ☒ Person ☐ Day ☐ Season ☐ (other)

Name of Applicant / Responsible Party: Anthony Buccafurni Title/Affiliation Coach

Home Address: 5 Ridgewood Court, Northfield, NJ 08225

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

Name and Location of Facility(ies) Being Requested: Northfield Babe Ruth Field

For the Following Purpose: Practice and potential games

on the Following Date(s): August 15, 2021 - December 31, 2021 - based on availability - to be determined by Northfield Babe Ruth

Specify Hours of Use: From: to be determined To: Are Field Lights Requested *? ☒

*If Yes, Provide Dates / Times for Requested Light Use: dates and times to be determined by Northfield Babe Ruth

Games and /or practices will not last longer than 3 hours

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

of Participants per Date: 11 # of Participants who are Northfield Residents: 5 or 6

Will Juveniles be Present? Yes ☒ No ☐ If Yes, What Ages? 13 years old

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

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

If Yes, Name of Municipality/ies: _____

Date/s and Disposition of Request/s: _____

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

APPLICANT: [Signature]

Signature

DATE: 6/27/21

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

Coaches: Anthony Buccafurni, 5 Ridgewood Court, Northfield
Keith Burke, 13 Haviv Drive, Northfield

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 119-2021**

**A RESOLUTION TO REQUEST STREET LIGHTING INSTALLATION
AND UPGRADES FROM ATLANTIC CITY ELECTRIC**

WHEREAS, a request has been made from a resident of St. James Place for enhancements to the street lighting in the vicinity of St. James Place, Bates Avenue, and Pine Street; and

WHEREAS, St. James Place, Bates Avenue, and Pine Street are Municipal roadways; and

WHEREAS, Chief Paul Newman, Northfield Police Department viewed the area and found that requests for enhancements to the street lighting in the area were reasonable; and

WHEREAS, based on information obtained from Atlantic City Electric, Chief Paul Newman has recommended the following:

Location	Pole #	Action to be Authorized	One-Time Cost	Annual Usage Cost +/-
Pine Street, East Side	P1237	Add 70LED fixture	\$ 126.00	\$ 144.00
Bates Avenue and Pine Street, Northeast Corner	P1235	Replace existing fixture with 70LED	\$ 126.00	\$ (48.00)
St James Place and Pine Street, Northeast Corner	P5094	Replace existing fixture with 70LED	\$ 126.00	\$ (48.00)

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the recommendations made by Chief Paul Newman and stated herein be and are hereby approved and shall be sent to Atlantic City Electric for consideration.

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 City Council of Northfield, held this 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 120-2021**

**A RESOLUTION FOR APPROVAL TO SUBMIT A GRANT
APPLICATION AND EXECUTE A GRANT AGREEMENT
WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR THE PROJECT KNOWN AS MA-2022
RECONSTRUCTION OF OAK AVENUE – 00621**

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield 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 ‘MA-2022 Reconstruction of Oak Avenue – 00621’ to the New Jersey Department of Transportation on behalf of the City of Northfield.

BE IT FURTHER 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 signature constitutes 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 the City of Northfield, held this 13th day of July, 2021.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 121-2021**

**WORK CHANGE ORDER NO. 1 - FINAL
CITY HALL ADA RAMP/STAIR/CANOPY COMPLIANCE**

WHEREAS, pursuant to Resolution of Council No. 162-2020, the City of Northfield did award a contract for the project known as “City Hall ADA Ramp/Stair/Canopy Compliance” and did enter into a contract with Levy Construction Company for the amount of \$149,400.00; 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 work described attached hereto as Exhibit A; and

WHEREAS, the net effect of these changes is a total increase in the contract price of \$7,500.00 (+5.0%)

NOW, THEREFORE, BE IT RESOLVED that the Contract for “City Hall ADA Ramp/Stair/Canopy Compliance” be and is hereby amended from \$149,400.00 to \$156,900.00.

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 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 121-2021 - Exhibit A
CONSTRUCTION CONTRACT
Reconstruction of City Hall ADA Ramp/Stairs/Canopy
CHANGE ORDER NO. 1 - FINAL

Change Order No.: 1 Final

Dated: July 6, 2021

Owner's Project No.: _____ (if applicable)

Engineer's Project No.: NF13-37 (if applicable)

Project: Reconstruction of City Hall ADA Ramp/Stairs/Canopy

Owner: City of Northfield, New Jersey

Contractor: Levy Construction Co., Inc.

Contract Date: October 20, 2020

Contract for the Reconstruction of City Hall ADA Ramp/Stairs/Canopy located in the City of Northfield, New Jersey

To: Levy Construction Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the Reconstruction of City Hall ADA Ramp/Stairs/Canopy

Owner:

City of Northfield, New Jersey

By: _____
Erland V. Chau, Mayor

Date: _____

Nature of change: ADA ramp required concrete footings that were not part of the contract.

Enclosures:

Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of \$7,500.00. No change in Contract time.

Contract price prior to this change order: \$149,400.00

Net contract price change (+/-) resulting from this change order: \$7,500.00

Current contract price including this change order: \$156,900.00

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 July, 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:
Levy Construction Co., Inc.

By: 
Rami Nassar, P.E.

By: _____
Simon Levy, President

Date: 7-7-2021

Date: _____

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 122-2021**

INSERTING AN ITEM OF REVENUE IN THE 2021 BUDGET

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount,

WHEREAS, the City of Northfield has been awarded a \$19,263.92 Grant from the State of New Jersey, Department of Environmental Protection, Clean Communities Grant and wishes to amend its 2021 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2021:

Miscellaneous Revenue

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:

State of New Jersey, Department of Environmental Protection
Clean Communities Grant

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$19,263.92 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from 5% Caps Public and Private Program Off-Set by Revenues:

State of New Jersey, Department of Environmental Protection
Clean Communities Grant

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 13th day of July, 2021.

Mayor, Erland Chau

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 123-2021**

**AMENDING ORDINANCE 7-2021 AS INTRODUCED, ESTABLISHING A
CLARIFICATION WHICH DOES NOT CONSTITUTE A MATERIAL
CHANGE TO THE SUBSTANCE OF THE ORDINANCE**

WHEREAS, Ordinance No.7-2021, entitled An Ordinance by the City of Northfield in the County of Atlantic, New Jersey Permitting the Operation of Certain Classes of Cannabis Businesses within its Geographical Boundaries, was introduced and passed on first reading at a Regular Meeting of the Common Council of the City of Northfield on June 15, 2021; and

WHEREAS, the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (the “Act”), establishes six marketplace classes of licensed businesses; and

WHEREAS, Ordinance No. 7-2021, as introduced, permits four (4) out of six (6) classes of cannabis businesses in certain areas as enumerated in Ordinance No. 7-2021; and

WHEREAS, for purposes of clarification, Ordinance No. 7-2021 be and is hereby amended to include language adding the remaining two (2) classes of cannabis businesses as “Prohibited Uses”, with the insertion of a SECTION 2, which shall read as follows:

SECTION 2. Chapter 215, Article XI, Section 215-151 of the City of Northfield Code is hereby amended as follows:

§ 215-151 Prohibited uses.

- A. No change.
- B. The following uses and activities are specifically prohibited in any zone in the City of Northfield:
 - (16) Cannabis Cultivator (Class 1) and Cannabis Manufacturer (Class 2) licensed businesses.
- C. No change.

WHEREAS, the balance of the Sections of Ordinance No. 7-2021, as introduced, shall be renumbered accordingly;

WHEREAS, no other changes to Ordinance 7-2021, as introduced, are being made.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Northfield, County of Atlantic and State of New Jersey that Ordinance 7-2021 is hereby amended as stated herein, prior to public hearing and final consideration.

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 City Council of Northfield, held this 13th day of July 13, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 124-2021**

**AUTHORIZING THE TAX COLLECTOR OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC TO AMEND THE GRACE
PERIOD FOR 3RD QUARTER PROPERTY TAX PAYMENTS**

WHEREAS, pursuant to R.S. 54:4-67, on January 5, 2021, the Common Council of the City of Northfield adopted Resolution No. 15-2021, establishing a maximum grace period for property tax payments of ten (10) days from the due date, after which said payments would be considered delinquent and subject to applicable interest charges; and

WHEREAS, due to unforeseen delays, the tax rate was not received in time to meet the statutory mailing and payment due dates for the third quarter tax bills, resulting in the need to amend the grace period for the third quarter of calendar year 2021.

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, that the grace period for property tax payments, for the third quarter of calendar year 2021, shall be extended to twenty-five (25) days from the date of certified mailing, in accordance with statutory requirements pursuant to N.J.S.A. 54:4-66.3d.

BE IT FURTHER RESOLVED that the maximum grace period of ten (10) days for the fourth quarter of 2021, as authorized pursuant to Resolution of Council No. 15-2021, shall remain unchanged.

BE IT FURTHER RESOLVED that interest on any payments received after the duly authorized grace periods shall be charged in accordance with the provisions set forth in Resolution of Council No.15-2021.

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 City Council of Northfield, held this 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 125-2021**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS
OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-
12(b)(7) –MATTERS COVERED UNDER 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 not open to the public, matters that fall within the attorney client privilege regarding potential issues of public safety.

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

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

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of Northfield, held this 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 126-2021**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS
OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-
12(b)(7) – CONTRACT NEGOTIATIONS AND MATTERS COVERED
UNDER 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 not open to the public, contractual negotiations pertaining to a potential Joint Court Agreement with the Town of Hammonton and a potential Agreement to join the Central Municipal Court of Atlantic County, and matters that fall within the attorney client privilege related thereto.

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

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

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of Northfield, held this 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 127-2021**

**RESOLUTION JOINING THE ESTABLISHMENT OF THE CENTRAL
MUNICIPAL COURT OF ATLANTIC COUNTY**

WHEREAS, the Council for the City of Northfield seeks ways to streamline and share services so as to reduce the tax burden upon local government constituents; and

WHEREAS, the State of New Jersey encourages the concept of shared services and specifically authorizes shared services pursuant to N.J.S.A. 40A:65-1, et seq.; and

WHEREAS, N.J.S.A. 2B:12-1 requires every municipality to establish a municipal court either on a standalone basis or by entering into an agreement to establish a joint municipal court with two or more municipalities pursuant to N.J.S.A. 2B:12-1(b) or by entering into a shared court arrangement with two or more municipalities pursuant to N.J.S.A. 2B:12-1(c); and

WHEREAS, the City of Northfield is in a shared municipal court arrangement with the City of Linwood; and

WHEREAS, Council for the City of Northfield is in the process of exploring the benefits associated with the establishment of a county based municipal court system; and

WHEREAS, the City of Northfield is still investigating whether: (i) a county based municipal court will result in substantial budgetary savings to the City of Northfield; (ii) will enable the City of Northfield to make more efficient use of its police resources; and (iii) will benefit the health, safety, and welfare of the citizens of this municipality; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that it does hereby agree to join and commence membership in a county based municipal court system effective January 1, 2022, but only upon the County's provision of a complete Agreement with terms and conditions acceptable to the Common Council and the Solicitor of the City of Northfield. Further, upon the execution of such an Agreement, the City of Northfield does hereby agree to undertake all of the necessary steps to dissolve its current shared municipal court arrangement.

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 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 128-2021**

**RESOLUTION ENTERING INTO A SHARED SERVICE AGREEMENT
WITH THE TOWN OF HAMMONTON FOR A JOINT MUNICIPAL
COURT**

WHEREAS, the Council for the City of Northfield seeks ways to streamline and share services so as to reduce the tax burden upon local government constituents; and

WHEREAS, the State of New Jersey encourages the concept of shared services and specifically authorizes shared services pursuant to N.J.S.A. 40A:65-1, et seq.; and

WHEREAS, N.J.S.A. 2B:12-1 requires every municipality to establish a municipal court either on a standalone basis or by entering into an agreement to establish a joint municipal court with two or more municipalities pursuant to N.J.S.A. 2B:12-1(b) or by entering into a shared court arrangement with two or more municipalities pursuant to N.J.S.A. 2B:12-1(c); and

WHEREAS, the City of Northfield is in a shared municipal court arrangement with the City of Linwood; and

WHEREAS, Council for the City of Northfield is in the process of exploring benefits associated with multiple option for municipal court; and

WHEREAS, City of Northfield is seeking: (i) a municipal court will result in substantial budgetary savings to the City of Northfield; (ii) more efficient use of its police resources; and (iii) benefits to the health, safety, and welfare of the citizens of this municipality.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that it does hereby agree to join and commence membership in the Town of Hammonton Joint Municipal Court, effective January 1, 2022, but only upon Hammonton's provision of a complete Agreement with terms and conditions acceptable to the Common Council and the Solicitor of the City of Northfield. Further, upon the execution of such an Agreement, the City of Northfield does hereby agree to undertake all of the necessary steps to dissolve its current shared municipal court arrangement.

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 13th day of July, 2021.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S REPORT



SchaefferNassarScheidegg


Consulting Engineers, LLC

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

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

ENGINEERING MEMORANDUM

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

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

SUBJECT: Engineers Report for July 13, 2021

DATE: July 9, 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. **(7-9-2021) 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. **(7-9-2021) 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. **(7-9-2021) Nothing new to report.**

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

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

Drive the corrugated aluminum pipe was not installed properly and did not have the proper cover on top it, the Contractor replaced the 15" pipe with 8" ductile iron pipe. The final pavement has completed, the contractor is working on restoration and cleanup. We had an issue with the resident at 2009 Shepherd Drive the landscaping was almost 3' over the paving when the contractor was milling the road, he requested that we get the 3 rhododendrons bushes trimmed back away from the street, Public works did the work and the resident sent a complaint and is requesting to get reimbursed \$1,500 to replace the three bushes, the homeowner failed to comply the property maintenance ordinance (215-47). (8-7-2020) I met with the Contractor to delineate the problematic areas, the Contractor needs to reconstruct an approximately 20' of the concrete gutter and mill and pave approximately 400' to correct the drainage problems. (8-28-2020) the Contractor started the repair work along Shepherd Drive should be finished by next week. (9-11-2020) Contractor started the asphalt repair should be completed by the 15th. (10-2-2020) All repair work has been completed. (10-16-2020) we approved payment # 3 for the contractor, we ordered the core samples and working with contractor on the final change order. (11-20-2020) we are in the process of getting core sample, so we can start closing out this project. (1-14-2021) waiting on the results from the testing company. (2-12-2021) Scheduled the final inspection with the NJDOT Representative for February 20th. (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. (4-15-2021) Contractor submitted the final payment request. (5-14-2021) Working on closing out the project with the NJDOT. (6-11-2021) All documents have been sent to the NJDOT so they can process the final payment to the Municipality. **(7-9-2021) Project has been closed out with the NJDOT.**

NF13-37 Municipal Building Parking Lot Paving and ADA Upgrade

We are in the process of designing the necessary ADA upgrade to the municipal building rear entrance, paving and restriping the parking lot. The Municipality will utilize the Atlantic County Improvement Authority Grant to finance portion of the project. We added the library parking lot to the project, and we are working on the field survey. The bid package was not acceptable due to the CCBG funding the bid documents must meet the federal bid guidelines. I met with Bob McGuigan, got all required information, which must be included within the bid package, we will revise the documents accordingly and forward it to him for final approval. Nothing new to report. (4-24-2020) I will get the bid package to the Clerk's office for council review and authorization to go out to bid by May 4th. (5-22-2020) Plans and bid package is at the Clerk's office for Council member review, waiting on the Council authorization to proceed with the bidding process. (6-12-2020) The bid was advertised on June 10th with opening scheduled for July 7th. (7-10-2020) we received two bids only and the I sent a letter recommending to the reject the bids and bid the parking lots and ADA improvements separately. (8-7-2020) Bid packages are completed and will advertise the projects within a week. (9-11-2020) Project has been advertised with bid opening on October 1st. (10-2-2020) We received bids for the project, based on preliminary review of the bid packages the paving portion of the project came in at \$121,700 and the ADA improvement portion came in at \$149,400 the total cost will be \$271,100 way less than the previous low bid amount of \$433,000. (10-16-2020) we prepared the award recommendations for the paving and the ADA upgrade portions of the project for Council's approval. (11-6-2020) We had a pre-construction meeting for the City Hall ADA ramp project, it is anticipated the project will be completed by the end of January 2021 subject to weather. (11-20-2020) working with the contractor on the ramp shop drawing and getting a price to remove the existing tower. (12-11-2020) All shop drawings and all submittals have been approved the contractor ordered the ramp, I got 2 quotes to remove the tower waiting on the third quote. (1-14-2021) contractor started the work on January 4th and cell tower is being removed on the 15th. (1-28-2021) The contractor will start the foundations next week. (2-12-2021) Concrete work is on hold due to the weather. (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 17th 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 22nd. (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 6th, the ramp, steps, and new door has been completed, the final inspection is scheduled for the 6th. (4-15-2021) Project is completed, working on punch list items, and final change orders. (6-11-2021) Nothing new to report. **(7-9-2021) Contractor submitted final change order for the handicap ramp and steps.**

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 22nd, 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. (4-15-2021) Did not get the new schedule from the Contractor yet. (4-30-2021) The contractor started to video the sewer main, we encountered few issues which needs to be addressed in the asset management plan. (5-14-21) waiting on the contractor to send the pipe videos for me to review. (6-11-2021) reviewed the tapes, there are additional few minor issues, and the recommendations will be incorporated into the final document. **(7-9-2021) Working on the report.**

NF13-27 Grant Applications:

(5-22-2020) working on the 2021 Municipal Aid Grants for the reconstruction and widening of Merritt Drive, portion of Ridgewood Drive and possible drainage system upgrade. Also, I received an email from the ACIA stating that the municipality does not qualify for CDBG for recreational use (we do not meet the LMI requirements as set by HUD) the only project we can apply for are ADA compliance or projects for Senior Citizen. (6-12-2020) Finalizing the Municipal Aid Grant application for Merritt Drive and working on the CDBG grant to upgrade ADA access to the picnic area at Birch Grove Park. (7-10-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 24th. Grant Application was submitted November 24, 2020. (4-15-2021) New grant opportunity for recreational facility from the NJDEP, to be discussed. (4-30-2021) We need to file the new CDBG Grant by May 14, 2021. (5-14-2021) CDBG application was submitted to the ACIA, and currently working on the recreational grant offered by NJDCA. (6-11-2021) the DCA grant application was submitted, the Urban Parks Grant application will not comply with most of the environmental restrictions and requirements. **(7-9-2021) Submitted the 2021 Municipal Aid Grant Application for the reconstruction of Oak Avenue.**

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 5th, so the NJAWC will be able to relocate the water main. (5-14-2021) waiting on the NJAWC schedule. (6-11-2021) the water main has been relocated. **(7-9-2021) NJAWC finished the work along Birch Grove Park Road.**

NF13-03 Street Opening:

(5-14-2021) 4 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 20th meeting. (10-16-2020) bid package and plans needed additional revisions and was not completed on time for the Council's approval at this meeting, package will be ready for the next Council meeting. (11-6-2020) Bid package was delivered to the Clerk's Office; we are requesting an authorization to proceed with the bid. (11-20-2020) Bid opening is set for December 10th. (12-11-2020) We received 6 bids and the lowest bid was from South State, Inc. in the amount of \$527,756.00, the recommendation of award is on the Council's agenda for approval for this meeting. (1-14-2021) we had the pre-construction meeting on the 11th, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) 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 5th. (4-15-2021) Contractor is not finished with the concrete work. (4-30-2021) All concrete has been completed, working with the Contractor on the paving schedule. (5-14-2021) Nothing new to report. (6-11-2021) the contractor started the paving portion of this project on 6/9/2021. **(7-9-2021) The contractor will restart the paving on July 14th.**

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

(5-22-2020) The City was approved for \$ 290,000.00 from the NJDOT 2020 grants for the reconstruction of Fuae Avenue between Zion Road and Dolphin Avenue. The design plan has been completed; we sent the design plans and the bid package to the NJDOT for their concurrence for the design and specifications. Also, we have dropped off a complete package at the Clerk's Office for Council Member review and approval. (6-12-2020) We received a letter from the NJDOT requiring minor revisions to the bid package, we are working to get the changes finished and sent back to the DOT by June 16th. (7-10-2020) Project has been advertised for August 4th bid opening. (8-7-2020) We received 4 bids the lowest bidder was Hackney Concrete, Inc (\$302,112.80) the estimated project budget was \$300,000.00 and a Recommendation of Award was sent to Council for approval. (8-28-2020) waiting on the NJDOT concurrence with the bid award, so we can move forward with the construction. (9-11-2020) We received the concurrence from the NJDOT, and the per-construction meeting will be held on the 14th. (10-2-2020) Nothing new to report. (10-16-2020) Contractor is starting the concrete work on Monday the 19th. (11-6-2020) Contractor started the concrete portion of the project. (11-20-2020) The concrete portion of the project will be completed by November 24th and the paving portion is scheduled for the first week in December subject to the weather. (12-11-2020) All concrete and drainage work have been completed, the paving contractor is scheduled for the week of the 14th the Contractor submitted Payment Request # 2. (1-14-2021) the paving portion of the project is on hold until this spring to ensure proper paving. (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. (4-15-2021) working on the punch list items and the final change order. **(7-9-2021) Nothing new to report.**

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

On November 16, 2020, The City was selected to receive \$ 310,000.00 from the NJDOT Fiscal Year 2021 Municipal Aid Program the Reconstruction of Merritt Drive and portion of Ridgewood Drive between Route 9 and Wabash Avenue. Nothing New to report. (1-14-2021) we started the project design. (4-15-2021) Working on the design plan, should be completed by the end of April. (5-14-2021) The plan and specification will be at the Clerk's Office by the end of May for review and approval by Council. (6-11-2021) the plans and bid package is at the Municipal Clerk's office for the Council members to review. **(7-9-2021) sent the package to the NJDOT for their concurrence.**