

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 10, 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 August 10, 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 August 10, 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/89170120254> or by telephone using one tap mobile +13017158592,,89170120254# or direct dial +1 301 715 8592 using Meeting ID: 891 7012 0254. 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 August 10, 2021.

FLAG SALUTE

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

MAYOR: Chau

APPROVAL OF MINUTES – July 13, 2021

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 10, 2021**

RESOLUTIONS

- 129-2021** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project Known as 2021 Local Road Program
- 130-2021** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project Known as Slip Lining Deep Sanitary Sewer Pipes
- 131-2021** Work Change Order No. 1 – Final City Hall Parking Area Repaving and Library Parking Area Repaving
- 132-2021** Inserting an Item of Revenue in the 2021 Municipal Budget
- 133-2021** Memorialize Resignation of Special Law Enforcement Officer, Class II
- 134-2021** Memorialize the Retirement of Zoning Official
- 135-2021** Accumulated Absence
- 136-2021** Authorizing the Acceptance of Funds From the State of New Jersey Department of Law and Public Safety, Office of the Attorney General Sfy21 Body-Worn Camera Grant Program
- 137-2021** Authorizing Refund of Construction Permit Fees
- 138-2021** To Approve an Application for Use of Facilities
- 139-2021** To Approve an Application for Use of Facilities
- 140-2021** A Resolution Appointing a Temporary Code Enforcement Officer and Code Inspection Officer
- 141-2021** A Resolution Appointing a Temporary Zoning Officer
- 142-2021** Appointment of Housing Officer
- 143-2021** Northfield Municipal Alliance Committee Appointments
- 144-2021** A Resolution to Affirm the City of Northfield’s Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that Come into Contact with Municipal Employees, Officials and Volunteers
- 145-2021** Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant to N.J.S.A. 21:3-3
- 146-2021** Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant to N.J.S.A. 21:3-3
- 147-2021** 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)(4) – Contract Negotiations and N.J.S.A. 10:4-12(B)(7) Matters Covered under the Attorney-Client Privilege
- 148-2021** A Resolution Approving a Memorandum of Agreement between the City of Northfield and the NJ State PBA, Mainland Local 77

ORDINANCES

- 7-2021** 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, as Amended
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 08/14/2021

CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 10, 2021

- 8-2021** An Ordinance by the City of Northfield in the County of Atlantic, New Jersey
Prohibiting 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
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 08/14/2021
- 9-2021** An Ordinance Providing for the Purchase of Real Property within the City of
Northfield from Robert J. Schwenker and Susan E. Schwenker
1st Reading / No Public Input / Published in the Press of AC 08/14/2021
2nd Reading / Public Hearing / Final Consideration 08/31/2021

PAYMENT OF BILLS \$ 1,42,698.43

MEETING NOTICES

City Council	August 31 st	6pm Work Session Regular Session immediately following
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ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 129-2021**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES FOR THE
PROJECT KNOWN AS 2021 LOCAL ROAD PROGRAM**

WHEREAS, Schaeffer, Nassar, Scheidegg Consulting Engineers LLC have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield; and

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

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

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services – prepare existing conditions plan, engineering design, permitting, preparation of construction plans and specifications, preparation of bid documents for the 2021 local road paving program for the following streets: <ul style="list-style-type: none">• W. Revere Avenue, from New Road to Leeds Avenue• Leeds Avenue, from W. Revere Avenue to W. Oakcrest Avenue• W. Oakcrest Avenue, from New Road to Leeds Avenue• Northwood Court, from Mill Road to the dead end• Chestnut Avenue, from New Road to Maple Avenue• Virginia Avenue, from Shore Road to Broad Street• Jenny Lynn Drive, from Zion Road to the dead end• Catherine Place, from Shore Road to the dead end• All of Wilson Drive• Cedar Bridge Road, from Oak Avenue to Delmar Court• Franklin Avenue, from Broad Street to the Bike Path• Putting Green Avenue, from Shore Road to Broad Street• Madison Avenue, from Mill Road to the dead end• Half-width Cedar Bridge Road, from Zion Road to Delmar Court• Half-width Putting Green Avenue, from Broad Street to the Bike Path	
Total	\$62,500.00

WHEREAS, certification of funds has been received from the Chief Financial Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by Schaeffer, Nassar, Scheidegg Consulting Engineers.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 130-2021**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES
FOR THE PROJECT KNOWN AS
SLIP LINING DEEP SANITARY SEWER PIPES**

WHEREAS, Schaeffer, Nassar, Scheidegg Consulting Engineers LLC have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield; and

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

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

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services – Management and Inspection for Slip Lining Deep Sanitary Sewer Pipes	
Total	\$15,000.00

WHEREAS, certification of funds has been received from the Chief Financial Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by Schaeffer, Nassar, Scheidegg Consulting Engineers.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 131-2021**

**WORK CHANGE ORDER NO. 1 - FINAL
CITY HALL PARKING AREA REPAVING AND LIBRARY PARKING
AREA REPAVING**

WHEREAS, pursuant to Resolution of Council No. 161-2020, the City of Northfield did award a contract for the project known as “City Hall Parking Area Repaving And City Library Area Repaving” and did enter into a contract with Arawak Paving Company, Inc. for the amount of \$121,700.00; 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 \$16,203.15 (+13.0%)

NOW, THEREFORE, BE IT RESOLVED that the Contract for “City Hall Parking Area Repaving and Library Parking Area Repaving” be and is hereby amended from \$121,700.00 to \$137,903.15.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 131–2021, Exhibit A

CONSTRUCTION CONTRACT

**CITY HALL PARKING AREA REPAVING &
CITY LIBRARY PARING AREA REPAVING**

CHANGE ORDER NO. 1 – FINAL

Change Order No.: 1 - Final

Dated: August 2, 2021

Owner's Project No.: 1078 (if applicable)

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

Project: City Hall Parking Area Repaving & City Library Paring Area Repaving

Owner: City of Northfield, New Jersey

Contractor: Arawak Paving Co., Inc.

Contract Date: March 1, 2021

Contract for the City Hall Parking Area Repaving & City Library Paring Area Repaving located in the City of Northfield, New Jersey

To: Arawak Paving Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the City Hall Parking Area Repaving & City Library Paring Area Repaving.

Owner:
City of Northfield, New Jersey

By: _____
Erland V. Chau, Mayor

Date: _____

Nature of change: Change in Contract Amount due to the as built quantity being more than Bid Quantities, additional striping was required, parking bumpers were added to the scope of work and fuel and asphalt price adjustments in accordance with NJDOT requirements

Enclosures: State of New Jersey Form SA-1.

Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of \$16,203.15. No change in Contract time.

Contract price prior to this change order: \$121,700.00

Net contract price change (+/-) resulting from this change order: \$16,203.15

Current contract price including this change order: \$137,903.15

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 August, 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

By: _____

Rami Nassar, P.E.

Contractor:
Arawak Paving Co., Inc.

By: _____

Anna Rivera, Contract Administrator

Date: _____

8-3-2021

Date: _____

CITY OF NORTHFIELD

CHANGE ORDER # FINAL

Project	<u>City Hall Parking Area Repaving & City Library Paving Area Repaving</u>
Municipality	<u>City of Northfield</u>
County	<u>Atlantic</u>
Contractor	<u>Arawak Paving Company, Inc.</u>

In accordance with the project Supplementary Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required)

All items reflect "as-built" quantities

<u>Item No.</u>	<u>Description</u>	<u>Quantity (+/-)</u>	<u>Unit Price</u>	<u>Amount</u>
	4" WIDE THERMOPLASTIC PARKING AREA			
5	STRIPINGS	184.00	1.30	239.20
7	ASPHALT PRICE ADJUSTMENT	1.00		2,191.55
8	FUEL PRICE ADJUSTMENT	1.00	300.00	2,148.40
S1	NEW PARKING BUMPERS	30.00	75.00	2,250.00
S2	ASPHALT CURB	288.00	23.00	6,624.00
S3	ADDITIONAL STRIPPING	1.00	2,750.00	2,750.00

Amount of Original Contract \$ 121,700.00
 Adjusted amount Based on Change \$ 137,903.15
 Orders..... \$

Extra \$16,203.15
 Supplemental \$16,203.15
 Reduction \$(0.00)
 Total Change \$16,203.15

% Change in Contract

[(+) Increase or (-) Decrease] 11.33%


 (Engineer)

 (Contractor)

 (Municipality)

8/3/2021
 (Date)

 (Date)

 (Date)

REMIT TO:

ARAWAK PAVING CO, INC.
7503 WEYMOUTH ROAD
HAMMONTON, NJ 08037
(609) 561-4100

**TO: CITY OF NORTHFIELD
1600 SHORE ROAD
NORTHFIELD, NJ 08225**

**PROJECT: CITY HALL PARKING AREA REPAVING
CITY LIBRARY PARKING AREA REPAVING
CITY OF NORTHFIELD**

DATE: **5/31/2021**

JOB #: 1078

EST # : 2 FINAL

WORK PERIOD FROM: 4/2/2021

TO: 4/30/2021

ATTN: RAMI NASSAR

[illegible]

Fuel & Asphalt Price Adjustment - English

" PROJECT CODES "

Calculation Sheet for Engineer's Estimate

Green spaces are for YOUR Input

PROJECT :

Date

City of Northfield - Parking Lots

08/25/21

FEDERAL PROJECT NO. :

PROJECT CODE : →

CODE	DESCRIPTION
1	New Construction
2	Reconstruction, Widening and Dual
3	Widening and Resurfacing
4	Resurfacing
5	Bridge Repair
6	Intersection Improvements
7	Safety and Traffic Control

FUEL PRICE ADJUSTMENT

ELIGIBLE ITEMS	Thickness (IN.)	USAGE FACTOR	ADD QTY.	GALLONS OF FUEL FOR PRICE ADJUSTMENT
EXCAVATION, UNCLASSIFIED	0.50	G / CY x	0	0
EXCAVATION, REGULATED MATERIAL	0.50	G / CY x		0
EXCAVATION, ACID PRODUCING SOIL	0.50	G / CY x		0
HMA MILLING, 3" OR LESS	0.25	G / SY x	7,800.00	1,900
HMA MILLING, MORE THAN 3" TO 6"	0.25	G / SY x		0
CONCRETE MILLING	0.25	G / SY x		0
HMA PROFILE MILLING	0.25	G / SY x		0
BREAKING PAVEMENT	0.25	G / SY x		0
RUBBLIZATION	0.25	G / SY x		0
SUBBASE	1.00	G / CY x		0
I-3 SOIL AGGREGATE	1.00	G / CY x		0
SOIL AGGREGATE BASE COURSE, _____ " THICK (SY)	1	G / SY / IN x	0	0
DENSE GRADED AGGREGATE BASE COURSE, 6" THICK (SY)	1	G / SY / IN x	0	0
DENSE GRADED AGGREGATE BASE COURSE, VARIABLE THICKNESS	1.00	G / CY x	0	0
CONCRETE BASE COURSE, _____ " THICK	0.25	G / SY x		0
CONCRETE BASE COURSE, REINFORCED _____ " THICK	0.25	G / SY x		0
ASPHALT STABILIZED DRAINAGE COURSE	2.50	G / TON x		0
OPEN-GRADED _____ FRICTION COURSE	2.50	G / TON x		0
MODIFIED OPEN-GRADED _____ FRICTION COURSE _____	2.50	G / TON x		0
ULTRA-THIN FRICTION COURSE	2.50	G / TON x		0
HOT MIX ASPHALT 9.5M64 SURFACE COURSE	2.50	G / TON x	1,053.63	2,834
HOT MIX ASPHALT 12.5M64 SURFACE COURSE	2.50	G / TON x	0.00	0
HOT MIX ASPHALT _____ INTERMEDIATE COURSE	2.50	G / TON x		0
HOT MIX ASPHALT 19M64 BASE COURSE	2.50	G / TON x	0.00	0
STONE MATRIX ASPHALT _____ SURFACE COURSE	2.50	G / TON x		0
CONCRETE SURFACE COURSE, _____ " THICK	0.25	G / SY x		0
DIAMOND GRINDING OF CONCRETE SURFACE COURSE	0.25	G / SY x		0
DIAMOND GRINDING OF EXISTING CONCRETE PAVEMENT	0.25	G / SY x		0
CONCRETE BRIDGE APPROACH	0.50	G / SY x		0
CONCRETE CULVERT	1.00	G / CY x		0
CONCRETE FOOTING	1.00	G / CY x		0
CONCRETE WING WALL	1.00	G / CY x		0
CONCRETE PIER COLUMN PROTECTION, HPC	1.00	G / CY x		0
CONCRETE PIER COLUMNS AND CAP	1.00	G / CY x		0
CONCRETE ABUTMENT WALL	1.00	G / CY x		0
CONCRETE PIER SHAFT	1.00	G / CY x		0
CONCRETE PEDESTRIAN BRIDGE	1.00	G / CY x		0
CONCRETE BRIDGE DECK	1.00	G / CY x		0
CONCRETE BRIDGE DECK, HPC	1.00	G / CY x		0
CONCRETE BRIDGE SIDEWALK	1.00	G / CY x		0
CONCRETE BRIDGE SIDEWALK, HPC	1.00	G / CY x		0
CONCRETE BRIDGE PARAPET	1.00	G / CY x		0
CONCRETE BRIDGE PARAPET, HPC	1.00	G / CY x		0
CONCRETE SEAL IN COFFERDAMS	1.00	G / CY x		0
CAST-IN-PLACE CONCRETE PILES, DRIVEN _____ " DIAMETER	1.00	G / CY x		0
RETAINING WALL, ALL LOCATIONS	0.10	G / SF x		0

NO. OF GALLONS FOR FUEL PRICE ADJUSTMENT

BASIC FUEL PRICE INDEX

MONTHLY FUEL PRICE INDEX

TOTAL FUEL PRICE ADJUSTMENT

4,534

\$2.38

\$2.92

\$2,448.40

ASPHALT PRICE ADJUSTMENT

<u>ELIGIBLE ITEMS</u>	<u>% AC</u>		<u>ADD QTY.</u>	<u>TONS OF BINDER FOR PRICE ADJUSTMENT</u>
HOT MIX ASPHALT 9.5M64 SURFACE COURSE	5.2%	% / TON x	1,053.63	54.79
HOT MIX ASPHALT 12.5M64 SURFACE COURSE	4.9%	% / TON x	0.00	0.00
HOT MIX ASPHALT _____ INTERMEDIATE COURSE		% / TON x		0.00
HOT MIX ASPHALT 19M64 BASE COURSE	4.1%	% / TON x	0.00	0.00
OPEN-GRADED _____ FRICTION COURSE		% / TON x		0.00
MODIFIED OPEN-GRADED _____ FRICTION COURSE _____		% / TON x		0.00
ULTRA-THIN FRICTION COURSE		% / TON x		0.00
STONE MATRIX ASPHALT _____ SURFACE COURSE		% / TON x		0.00
TONS OF BINDER FOR ASPHALT PRICE ADJUSTMENT				54.79
BASIC ASPHALT PRICE INDEX				\$393.00
MONTHLY ASPHALT PRICE INDEX				\$433.00
ASPHALT PRICE ADJUSTMENT FOR BINDER				\$2,191.55

<u>ELIGIBLE ITEMS</u>	<u>(M) MATERIAL</u>	<u>(C) PETROLEUM</u>		<u>(G) ADD QTY.</u>	<u>(C x M x G) GALLONS FOR PRICE ADJUSTMENT</u>
TACK COAT	82%	100%	x GAL		0.00
TACK COAT (INVERTED EMULSIONS)	82%	90%	x GAL		0.00
TACK COAT (RS OR SIMILAR)	82%	60%	x GAL		0.00
ADJUSTED GALLONS OF TACK COAT FOR ASPHALT PRICE ADJUSTMENT					0.00
PRIME COAT	82%	100%	x GAL		0.00
PRIME COAT (INVERTED EMULSIONS)	82%	90%	x GAL		0.00
PRIME COAT (RS OR SIMILAR)	82%	60%	x GAL		0.00
ADJUSTED GALLONS OF PRIME COAT FOR ASPHALT PRICE ADJUSTMENT					0.00
BID PRICE FOR TACK COAT					\$0.00
BID PRICE FOR PRIME COAT					\$0.00
BASIC ASPHALT PRICE INDEX					\$393.00
MONTHLY ASPHALT PRICE INDEX					\$433.00
ASPHALT PRICE ADJUSTMENT FOR TACK COAT					\$0.00
ASPHALT PRICE ADJUSTMENT FOR PRIME COAT					\$0.00
ASPHALT PRICE ADJUSTMENT TOTAL					\$2,191.55

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 132-2021**

INSERTING AN ITEM OF REVENUE IN THE 2021 MUNICIPAL 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; and

WHEREAS, the City of Northfield has been awarded a \$2,400.00 Grant from the State of New Jersey, Division of Highway Traffic Safety, Drive Sober or Get Pulled Over 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 Division of Highway Traffic Safety
Drive Sober or Get Pulled Over Grant

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$2,400.00 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 Division of Highway Traffic Safety
Drive Sober or Get Pulled Over 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 10th day of August, 2021.

Mayor, Erland Chau

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 133-2021**

**MEMORIALIZE RESIGNATION OF
SPECIAL LAW ENFORCEMENT OFFICER, CLASS II**

WHEREAS, pursuant to Resolution No. 141-2020, the Common Council of the City of Northfield did appoint Adam Raynor to the position of Special Law Enforcement Officer, Class II commencing September 9, 2020; and

WHEREAS, Officer Raynor submitted his letter of resignation, with an effective date of July 21, 2021.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby acknowledge and memorialize the resignation of Adam Raynor from the position of Special Law Enforcement Officer, Class II effective July 21, 2021.

BE IT FURTHER RESOLVED that Officer Raynor's last day of work was July 21, 2021.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City Council of Northfield, held this 10th day of August 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 134-2021**

**MEMORIALIZE THE RETIREMENT
OF ZONING OFFICIAL**

WHEREAS, City Council approved the appointment of Michael Dattalo as Zoning Official on May 1, 2002.

BE IT RESOLVED, that the Common Council of the City of Northfield does hereby acknowledge the retirement of Michael Dattalo. from the position of Zoning Official effective July 31, 2021.

BE IT FURTHER RESOLVED, that Michael Dattalo's last day of work was July 31, 2021.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 135-2021**

ACCUMULATED ABSENCE

WHEREAS, NJAC 5:30-15 establishes rules that govern how local government units manage and finance compensation for accumulated absence time for their respective employees, and

WHEREAS, accumulated absence includes any sick days, vacation days, personal days or other absence time authorized as part of an employer agreement, which is not used by the employee during the allowed period and which is permitted to accumulate over time to the benefit of the employee, and

WHEREAS, the Chief Financial Officer has certified that the funds and authority exist to pay the total accumulated absence, as per the attached schedule, to Michael Dattalo who retired from the service of the City effective July 31, 2021

WHEREAS, the attached certification and documentation are presented to comply with the rules and regulations established by the Local Finance Board.

NOW, THEREFORE, BE IT RESOLVED, by the City Common Council of the City of Northfield, that the total sum of \$1,679.89 composed of 9.19 Vacation Days be paid out to Michael Dattalo for his unused, accumulated absence time.

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 10th day of August, 2021.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

Michael Dattalo

Payment Calculations - Accumulated Absences

Retirement Date: July 31, 2021

Balance of Accrued Time

	Days	Value
Sick Leave Balance Total	0	
Sick Leave	0	\$0.00
Sick Leave 15% balance	0.00	\$0.00
Vacation	<u>9.19</u>	<u>\$1,679.89</u>
Total	9.19	\$1,679.89

Hourly Rate	\$	26.11
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PR 8/20/2021		\$1,679.89
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**CITY OF NORTHFIELD NJ
RESOLUTION NO. 136-2021**

**AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE STATE OF
NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY,
OFFICE OF THE ATTORNEY GENERAL SFY21 BODY-WORN
CAMERA GRANT PROGRAM**

BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic, and State of Jersey, that the City of Northfield does accept funding in the amount of \$48,912.00, with no match, under the SFY21 Body-Worn Camera Grant Program, Award Number 21-BWC-322, for the Award Period January 1, 2021-December 31, 2025.

BE IT FURTHER RESOLVED, that funds in the amount of \$48,912 under the SFY21 Body-Worn Camera Grant Program shall be used for purchase of body-worn cameras, ancillary equipment and storage, as described in the grant application.

Erland V.L. Chau, Mayor

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 137-2021**

AUTHORIZING REFUND OF CONSTRUCTION PERMIT FEES

WHEREAS, the Northfield Building Department did collect fees from and issue permit number 20210216 to PULSE Plumbing and Heating Services for the installation of a tub liner at 601 Pasadena Drive; and

WHEREAS, the property owner has opted not to pursue the installation, and PULSE Plumbing and Heating Services has requested refunds of applicable fees collected by the City of Northfield for the job that has been canceled; and

WHEREAS, the Building Department did collect fees in the amount of \$79.00 for the job that has been canceled; and

WHEREAS, the \$79.00 in fees collected shall be reduced by the nonrefundable \$4.00 Department of Community Affairs fee, and a review fee of \$15.00, for a total refund due of \$60.00.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Northfield authorizes the refund of \$60.00, to Sun PULSE Plumbing and Heating, 406 Bloomfield Drive, West Berlin, NJ 08091.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 138-2021**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Sean Sutley has properly submitted an Application for Use of Facilities requesting use of the Major League Baseball Field from August 14, 2021 through November 6, 2021, Saturdays only, for practice and potential games (3 hour maximum per date, daylight hours); and

WHEREAS, Mr. Sean Sutley has presented this request on behalf of 10U South Jersey Sandsharks (ages 9 and 10); and

WHEREAS, the President of the Northfield Little League has advised that use can be granted with specific dates and times to be determined based on the future needs of the Little League 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. Sean Sutley 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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk



CITY OF NORTHFIELD

Application for Use of Facilities

Name and Address of Organization: 100 ST Sand Sharks
605 Herzel Ave, Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Sean Sutley resident of
Northfield coach of ST Sand Sharks. Travel baseball team for practice
and games to develop baseball skills for kids

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

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

If Yes, How Much? \$ 300 per: Person Day Season (other)

Name of Applicant / Responsible Party: Sean Sutley Title/Affiliation Coach

Home Address: 605 Herzel Ave, Northfield

Telephone: (H) — (C) — (W) —

Name and Location of Facility(ies) Being Requested: 1675 Burton Ave Majors Field

For the Following Purpose: Youth baseball (Games/Practice)

on the Following Date(s): Aug 14 thru Nov 6th (Saturdays) ONLY

Specify Hours of Use: From: 1100 AM To: 3 PM Are Field Lights Requested? NO

If Yes, Provide Dates / Times for Requested Light Use: —

LIGHT USE FEE APPLIES IN ACCORDANCE WITH CHAPTER 230-3 OF THE CITY OF NORTHFIELD MUNICIPAL CODE

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

Will Juveniles be Present? Yes ☒ No If Yes, What Ages? —

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: — TS DATE: 7/28/21
 Signature

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

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

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 139-2021**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Stephen Malia has properly submitted an Application for Use of Facilities requesting use of the Football Field and Practice Field from August 1, 2021 through December 31, 2021, Monday – Friday from 5pm until 9pm for practices and Saturdays from 9am until 8pm for games; and

WHEREAS, Mr. Stephen Malia has presented this request on behalf of Family Association of Northfield; 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 Mr. Stephen Malia 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 are presently open to the public, however, the decision to open and or close the football 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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 139-2021, Attachment
CITY OF NORTHFIELD
Application for Use of Facilities



Name and Address of Organization:

Family Association of Northfield (FAN) PO Box 723 Northfield NJ 08225

Tell Us Who You Are: Description and Purpose of Organization: **FAN runs football, cheer, travel & rec basketball programs for the youth of Northfield (K-8). Our purpose is provide a safe and positive environment to allow the children of Northfield to develop their athletic skills and personal growth through sports**

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? \$ **100-130** per Person Day ☒ Season

Name of Applicant/Responsible Party: **Stephen Malia** Title: **Treasurer/Field Supv.**

Home Address: **106 Julie Drive, Northfield NJ 08225**

Telephone: (H) _____ (C) **609** _____ (W) _____

Name and Location of Facility(ies) Being Requested: **Football field, football practice field and surrounding areas including snack bar, bathrooms, and announcer tower.**

For the Following Purpose: **2021 Northfield Cardinals Football & Cheer Season**

on the Following Date(s): **8/1/21-12/1/21 - Practice Monday thru Friday, Games on Saturdays (5 total)**

Specify Hours of Use: From **M-F -5pm/S9am** to **M-F 9pm/S8pm** Are Field Lights Requested? ☒ Yes

If Yes, Provide Dates/Times for Requested Light Use: **M-F 6+/- 9 - Lights on at dusk**

THE CITY OF NORTHFIELD USES ITS FACILITIES IN ACCORDANCE WITH THE CITY OF NORTHFIELD'S GUIDELINES

Number of Participants per Date: **180** of Participants who are Northfield Resident: **180**

Will Juveniles be Present? Yes ☒ No ☐ If Yes, What Ages? **Ages 6-14**

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

If Yes, Name of Municipality is: **N/A**

Dates and Disposition of Request: _____

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: _____ DATE: **08/06/21**
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facilities 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 or Northfield or others.

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

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 140-2021**

**A RESOLUTION APPOINTING A TEMPORARY CODE
ENFORCEMENT OFFICER AND CODE INSPECTION OFFICER**

WHEREAS, the City of Northfield has a vacancy in the position of Code Enforcement and Code Inspections; and

WHEREAS, the City of Northfield has endeavored to fill the position but, to date, has been unsuccessful; and

WHEREAS, the City of Northfield desires to have a temporary Code Enforcement Officer and Code Inspection Officer appointed to fulfill the duties required of a Code Enforcement Officer and Code Inspection Officer by New Jersey law as well as the duties required by City of Northfield Code; and

WHEREAS, Municipal City Clerk/Administrator, Mary Canesi, has agreed to execute these duties on a temporary basis for a period of sixty (60) days or until a permanent replacement can be found, whichever is sooner; and

WHEREAS, Ms. Canesi will receive no additional compensation for the execution of these duties; and

WHEREAS, the Common Council of the City of Northfield wishes to appoint Ms. Canesi, temporarily, to the position of Code Enforcement Officer and Code Inspection Officer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, County of Atlantic and State of New Jersey, that

1. The statements of the preamble are fully incorporated as if restated herein.
2. Effective immediately, Mary Canesi shall be appointed as temporary Code Officer and Code Inspection Officer shall be responsible for all duties and granted all authority commensurate with that position as it is provided for under both New Jersey law and City of Northfield City Code.
3. Ms. Canesi's temporary term shall expire after a period of sixty (60) days, or upon the appointment of a permanent replacement, unless the term is extended by way of further Resolution of the City Council.
4. Ms. Canesi shall receive no additional compensation for the execution of the duties of Code Enforcement Officer or Code Inspection Officer.

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 141-2021**

A RESOLUTION APPOINTING A TEMPORARY ZONING OFFICER

WHEREAS, the City of Northfield has a vacancy in the position of Zoning Officer;
and

WHEREAS, the City of Northfield has endeavored to fill the position but, to date,
has been unsuccessful; and

WHEREAS, the City of Northfield desires to have a temporary Zoning Officer
appointed to fulfill the duties required of a Zoning Officer by New Jersey law as well
as the duties required by City of Northfield Code; and

WHEREAS, Municipal City Clerk /Administrator, Mary Canesi, has agreed to
execute these duties on a temporary basis for a period of sixty (60) days or until a
permanent replacement can be found, whichever is sooner; and

WHEREAS, Ms. Canesi will receive no additional compensation for the execution
of these duties; and

WHEREAS, the Common Council of the City of Northfield wishes to appoint Ms.
Canesi, temporarily, to the position of Zoning Officer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of
Northfield, County of Atlantic and State of New Jersey, that

1. The statements of the preamble are fully incorporated as if restated herein.
2. Effective immediately, Mary Canesi shall be appointed as temporary Zoning Officer and shall be responsible for all duties and granted all authority commensurate with that position as it is provided for under both New Jersey law and City of Northfield City Code.
3. Ms. Canesi's temporary term shall expire after a period of sixty (60) days, or upon the appointment of a permanent Zoning Officer, unless the term is extended by way of further Resolution of the City Council.
4. Ms. Canesi shall receive no additional compensation for the execution of the duties as Zoning Officer

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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 142-2021**

APPOINTMENT OF HOUSING OFFICER

WHEREAS, there exists a need to fill the position of Housing Officer; and

WHEREAS, it is the recommendation of Business Administrator, Mary Canesi that Nicholas LaRotonda be appointed to the position of Housing Officer.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that Nicholas LaRotonda be and is hereby appointed as Housing Officer effective August 17, 2021

BE IT FURTHER RESOLVED that the appointment of Nicholas LaRotonda be subject to the following:

1. Compensation for the Housing Officer shall be \$7,500.00 per annum, based on 7 hours per week at a rate of \$20.68 per hour, as separately set forth in the City's Salary Resolution, and said compensation shall be prorated for calendar year 2021
2. Not eligible for health benefits or vacation time
3. Eligible for earned sick leave in accordance with the NJ paid sick leave law
4. Policies and Procedures 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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 143-2021**

**NORTHFIELD MUNICIPAL ALLIANCE
COMMITTEE APPOINTMENTS**

IT IS HEREBY RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that the appointment of the following persons to the Northfield Municipal Alliance Committee for the year ending December 31, 2021 is hereby approved, ratified and confirmed:

One-Year Term

Gaetano DiMarco, Sergeant, Northfield Police Department
Tom Polistina, City Council President
Frank Perri, Jr., Council, Ward 1

Two-Year Term

Nicole Troast, Pastor, Good Shepherd United Methodist Church
Laurie Smith, Community Initiatives Coordinator, Atlantic Prevention Resources

Three-Year Term

Josiah Bunting, RPh, PharmD, Bunting Family Pharmacy
Linda Albright, Northfield Community School Business Administrator

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Regular Meeting of the Common Council of the City of Northfield, held this 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 144-2021**

**A RESOLUTION TO AFFIRM THE CITY OF NORTHFIELD'S CIVIL
RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES,
EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS,
INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC
THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES,
OFFICIALS AND VOLUNTEERS**

WHEREAS, it is the policy of the City of Northfield to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of the City of Northfield has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Common Council of the City of Northfield that:

Section 1: No official, employee, appointee or volunteer of the City of Northfield by whatever title known, or any entity that is in any way a part of the City of Northfield shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the City of Northfield's business or using the facilities or property of the City of Northfield.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the City of Northfield to provide services that otherwise could be performed by the City of Northfield.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Mayor shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any

person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Mayor shall establish written procedures that require all officials, employees, appointees and volunteers of the City of Northfield as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Mayor shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Mayor shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the City of Northfield. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the City of Northfield's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the City of Northfield in order for the public to be made aware of this policy and the City of Northfield's commitment to the implementation and enforcement of this policy.

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 10th day of August, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

Erland V.L. Chau, Mayor

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 145-2021**

**RESOLUTION OF THE CITY OF NORTHFIELD, ATLANTIC COUNTY,
NEW JERSEY, AUTHORIZING FIREWORKS DISPLAY ON PRIVATE
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

WHEREAS, N.J.S.A. 21:3-1 et. seq. requires the Governing Body to authorize the display of fireworks on private property subject to the review and approval of the municipal Fire and Police Officials.

WHEREAS, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each reviewed the application and have confirmed that all requirements have been met.

WHEREAS, approval is contingent upon the following:

Serpico Pyrotechnics shall serve written notice announcing the fireworks display, including but not limited to the date, time and duration, to all property owners on Hemsley Place, Lido Drive, Bonnie Lee Drive, Country Club Drive, Circle Drive, English Lane, and St Andrews Drive; the owners of Block 124 Lot 18; Block 125, Lots 12, 13, 14, and 15; and Block 144, Lots 11, 12, 13, 14, and 15 on the City of Northfield tax maps. Said notice shall be delivered by certified mail, return receipt requested, or by personal hand delivery, a minimum of (5) five days prior to the event. Serpico Pyrotechnics shall file a copy of the notice served to above property owners with an affidavit of the required service with the City Clerk at least (3) three days prior to the event.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified herein, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on September 12, 2021.

BE IT FURTHER RESOLVED that upon request by Serpico Pyrotechnics, a list of the names and addresses for the property owners requiring notice shall be provided by 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 the Regular Meeting of the Common Council of the City of Northfield, held this 10th day of August 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 146-2021**

**RESOLUTION OF THE CITY OF NORTHFIELD, ATLANTIC COUNTY,
NEW JERSEY, AUTHORIZING FIREWORKS DISPLAY ON PRIVATE
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

WHEREAS, N.J.S.A. 21:3-1 et. seq. requires the Governing Body to authorize the display of fireworks on private property subject to the review and approval of the municipal Fire and Police Officials.

WHEREAS, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each reviewed the application and have confirmed that all requirements have been met.

WHEREAS, approval is contingent upon the following:

Serpico Pyrotechnics shall serve written notice announcing the fireworks display, including but not limited to the date, time and duration, to all property owners on Hemsley Place, Lido Drive, Bonnie Lee Drive, Country Club Drive, Circle Drive, English Lane, and St Andrews Drive; the owners of Block 124 Lot 18; Block 125, Lots 12, 13, 14, and 15; and Block 144, Lots 11, 12, 13, 14, and 15 on the City of Northfield tax maps. Said notice shall be delivered by certified mail, return receipt requested, or by personal hand delivery, a minimum of (5) five days prior to the event. Serpico Pyrotechnics shall file a copy of the notice served to above property owners with an affidavit of the required service with the City Clerk at least (3) three days prior to the event.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified herein, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on October 17, 2021.

BE IT FURTHER RESOLVED that upon request by Serpico Pyrotechnics, a list of the names and addresses for the property owners requiring notice shall be provided by 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 the Regular Meeting of the Common Council of the City of Northfield, held this 10th day of August 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 147-2021**

**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)(4) – CONTRACT NEGOTIATIONS AND 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 City Council of the City of Northfield to discuss in a session not open to the public certain matters relating to items authorized by NJSA 10:4-12b(4), specifically, the terms of a memorandum of agreement between the City of Northfield and the NJ State PBA, Mainland Local 77, related to Officer in Charge pay and NJSA 10:4-12(b)7, matters falling 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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 148-2021**

**A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF NORTHFIELD AND THE NJ STATE PBA,
MAINLAND LOCAL 77**

WHEREAS, the City of Northfield and NJ State Policeman's Benevolent Association, Mainland Local 77 are parties to a collective negotiations' agreement covering the period January 1, 2020 through December 31, 2023; and

WHEREAS, a dispute arose between the parties concerning the interpretation of a provision of that Agreement; and

WHEREAS, the parties, in an effort to avoid further costs and uncertainties associated with pursuing the matter, and without either side admitting any fault, came to an amicable resolution of the matter; and

WHEREAS, the parties have memorialized their resolution by way of Memorandum of Agreement which will serve to amend the collective negotiations agreement; and

WHEREAS, the Common Council of the City of Northfield discussed the terms of the Memorandum of Agreement in closed session on August 10, 2021; and

WHEREAS, the Common Council of the City of Northfield wishes to approve the terms of the Memorandum of Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, County of Atlantic and State of New Jersey, that

1. The statements of the preamble are fully incorporated as if restated herein.
2. The terms and conditions of a Memorandum of Agreement with NJ State Policeman's Benevolent Association, Mainland Local 77, is hereby adopted, and a copy of said Agreement is hereby annexed to this Resolution.
3. This Memorandum of Agreement shall serve to amend the collective negotiations agreement between the parties as is provided for in the Memorandum of Agreement.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the a final, amended Agreement on behalf 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 10th day of August, 2021.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S

REPORT




Schaeffer Nassar Scheidegg Consulting Engineers, LLC

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

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

ENGINEERING MEMORANDUM

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

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

SUBJECT: Engineers Report for August 10, 2021

DATE: August 6, 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. **(8-6-2021) 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. **(8-6-2021) 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. **(8-6-2021) Nothing new to report.**

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. **(8-6-2021) Levy Construction submitted the last payment request and provided the maintenance bond to the Municipality, also the paving contractor submitted the final change order for the fuel and asphalt prices adjustments, addition asphalt curbing and additional striping at City Hall parking lot, replacement of concrete bumpers stops at the library parking lot.**

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. **(8-6-2021) Working on the report.**

NF13-27 Grant Applications:

(5-22-20202) working on the 2021 Municipal Aid Grants for the reconstruction and widening of Merritt Drive, portion of Ridgewood Drive and possible drainage system upgrade. Also, I received an email from the ACIA stating that the municipality does not qualify for CDBG for recreational use (we do not meet the LMI requirements as set by HUD) the only project we can apply for are ADA compliance or projects for Senior Citizen. (6-12-2020) Finalizing the Municipal Aid Grant application for Merritt Drive and working on the CDBG grant to upgrade ADA access to the picnic area at Birch Grove Park. (7-101-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 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. **(8-6-2021) No update.**

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. **(8-6-2021) No update.**

NF13-03 Street Opening:

(8-6-2021) 8 street opening permits 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. **(8-6-2021) The contractor will finish the paving and start on the punch list items the week of August 9th.**

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. **(8-6-2021) We had a walk thru with a representative from the NJDOT, found the project substantially completed, waiting on the contractor to finish the punch list items, so we can close this project out.**

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.**

NF13-49 Slip Line Portion of the Existing Sanitary Sewer Mains

(8-6-2021) On June 15, 2021, The City awarded the slip lining contract to En-Tech Corop of NJ, for the sum of \$221,277.63. We had the pre-construction meeting on July 29, 2021. During the meeting the contractor requested that an employee from public works be present when they are slip lining the sewer main, to monitor the sewer flows and to address any issue that might come up, the work is scheduled to start the first week of September.