CITY OF NORTHFIELD COUNCIL MEETING AGENDA **NOVEMBER 14, 2017**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231

FLAG SALUTE

ROLL CALL OF COUNCIL MEMBERS:

Lischin, Murray, O'Neill, Perri, Piergiovanni, Travagline, Dewees

APPROVAL OF MINUTES – October 17, 2017

COMMITTEE REPORTS

Councilman Perri - Sewer Inter Local, Planning Board, Senior Citizens, Shared Services Councilman O'Neill - Court/Violations, Library

Councilman Piergiovanni - Insurance and Safety, Chamber of Commerce, Municipal Alliance, Northfield School

Councilman Murray - Finance/Collections, Mainland Regional, Economic Development, Traffic

Councilman Lischin - Fire Department/EMS, Inspections, Code Enforcement, Housing/Zoning, Technology/MRHS Channel 2, Cultural Committee, Green Team, Sign Sub Committee

Councilman Travagline – FAN, Sign Sub Committee, Shared Services, Green Team Advisory Council President Dewees - Buildings/Grounds, Athletic Fields, Bike Path, Veterans' Park, 1st Street Playground, Birch Grove, Public Works, Roads, Engineering, Little League/Babe Ruth, Sign Sub Committee, Traffic Safety

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

203-2017	Resolution to Cancel Grant Balances
204-2017	Governor's Council On Alcoholism And Drug Abuse Fiscal Grant Cycle
	July 2018 – June 2019
205-2017	Acknowledging Employment Resignation of Plumbing Sub-Code Official
206-2017	End of Seasonal Employment for Birch Grove Park Employee
207-2017	Authorizing Refund of Overpayment of Taxes
208-2017	Transfer of Funds
209-2017	Authorizing Fire Department Study

CITY OF NORTHFIELD COUNCIL MEETING AGENDA NOVEMBER 14, 2017

210-2017

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 Regarding Litigation and Matters Falling within the Attorney Client Privilege Requiring Confidentiality

ORDINANCES

16-2017

Bond Ordinance Appropriating One Million Two Hundred Ninety-Three Thousand Dollars (\$1,293,000) and Authorizing the Issuance of One Million Two Hundred Twenty-Eight Thousand Dollars (\$1,228,000) 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

Introduction / No Public Input / Published in the Press of AC 11/18/2017 2nd Reading / Public Hearing / Final Consideration 7PM on 11/28/2017

PAYMENT OF BILLS \$ 3,119,671.61

MEETING NOTICES

City Council November 28th 6:00pm Work Session

Regular Session immediately following

RESOLUTION

211-2017

Resolution of the Common Council of the City of Northfield Authorizing the Execution of a Settlement Agreement with Fair Share Housing Center

ADJOURNMENT

CITY OF NORTHFIELD, NJ RESOLUTION NO. 203-2017

A RESOLUTION TO CANCEL GRANT BALANCES

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

WHEREAS, it is necessary to formally cancel said balances;

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

Grant	Receivable	Appropriation	Cash Match
2016-2017 Alliance Grant	\$1,287.40	\$3,537.47	\$2,250.07

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 14th day of November 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 204-2017

GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 2018 – JUNE 2019

FORM IB

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

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

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

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

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

1. The City Council does hereby authorize submission of a strategic plan for the Northfield Municipal Alliance grant for fiscal year 2019 in the amounts of:

DEDR	\$13,771.00
Cash Match	\$ 3,443.00
In-Kind	\$ 10,328.00

2. The City Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED:	
	Erland Chau, Mayor

CERTIFICATION

I, Mary Canesi, Municipal Clerk of the City of Northfield, County of Atlantic, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Northfield City Council on this 14th day of November 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 205-2017

ACKNOWLEDGING EMPLOYMENT RESIGNATION OF PLUMBING SUB-CODE OFFICIAL

WHEREAS, City Council approved the appointment of Robert Elentrio as a Plumbing Sub-Code Official on April 26, 2005.

BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby acknowledge the voluntary resignation of employment for Robert Elentrio, Plumbing Sub-Code Official effective October 19, 2017.

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 14th day of November, 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 206-2017

END OF SEASONAL EMPLOYMENT FOR BIRCH GROVE PARK EMPLOYEE

WHEREAS, City Council approved the appointment of Adam Gitsas for the position of Seasonal Concession Stand Clerk at Birch Grove Park beginning June 30, 2017; and

WHEREAS, Adam Gitsas' seasonal assignment ended effective October 28, 2017.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby memorialize the end of the seasonal employment assignment of Adam Gitsas as of Birch Grove Park Seasonal Concession Stand Employee effective October 28, 2017.

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 14th day of November, 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 207-2017

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

BE IT RESOLVED by the Council of the City of Northfield, County of Atlantic, State of New Jersey, those refunds for overpaid taxes pursuant to the following are hereby authorized:

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Caralagia	1.02	8	10 DANI DRIVE	\$3,786.75
Corelogic Real Estate Tax Service	36	8	711 W MILL ROAD	\$1,607.26
3001Hackberry Road	42	1.18	604 HERZEL AVENUE	\$1,547.29
Irving, TX 75063	49	7	503 FAIRBANKS AVE	\$1,413.72
IIVIIIg, 1X 75005	93	13	9 WILLOW DRIVE	\$1,773.88
Total Amount Of Refund:			\$10,128.90	
REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
LERETA, LLC				
Attn: REFUND DEPT	1.03	38	1119 NUGENT TERR.	\$2,028.85
1123S. PARKVIEW DR.	135	1	712 FIRST STREET	\$1,523.11
COVINA, CA 91724				
Total Amount Of Refund:			\$3,551.96	
SUN NATIONAL BANK P.O. BOX 99 MOUNT LAUREL, NJ 08054	82	33	2330 SHEPHERD DR.	\$3,253.19
Total Amount Of Refund:			\$3,253.19	
BRUMMETT, DONALD SCOTT & SARA 326 FAIRBANKS AVENUE NORTHFIELD, NJ 08225	131	32	326 FAIRBANKS AVE.	\$1,589.59
Total Amount Of Refund:				\$1,589.59

BE IT FURTHER RESOLVED, that the Chief Financial Officer and other appropriate officials be and they are herewith authorized to sign the checks to accomplish the refunds authorized.

Michele L.	Kirtsos,	CTC	

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 14th day of November, 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 208-2017

TRANSFER OF FUNDS

BE IT RESOLVED by the City Council of the City of Northfield, that the following transfers of 2017 funds be approved according to N.J.S.A. 40A:4-58:

	Account Number	<u>From</u>	<u>To</u>
Gen. Administration -Other Expenses	01-20-100-200		17,000.00
Clerk - Other Expenses	01-20-120-200		2,500.00
Finance - Other expenses	01-20-130-200		2,000.00
Engineering - Other Expenses	01-20-165-200		10,000.00
Construction - Salaries & Wages	01-22-195-100	5,000.00	
Zoning/Housing - Salaries & Wages	01-22-195-300		1,000.00
Workers Compensation - Other Expense	01-22-210-200	15,000.00	
Group Insurance	01-23-221-200		5,000.00
Emergency Medical Services	01-25-260-000	21,000.00	
Streets & Roads - Salaries & Wages	01-26-290-100	20,000.00	
Streets & Roads - Other Expenses	01-26-290-200		20,000.00
Reserve for Snow Removal	01-26-290-300		20,500.00
Solid Waste Contracts - Other Expenses	01-26-305-200		5,000.00
Buildings & Grounds - Other Expenses	01-26-310-200		10,000.00
Parks - Salaries & Wages	01-28-370-100	50,000.00	
Electricity & Natural Gas	01-31-435-000		5,000.00
Telephone & Telecommunications	01-31-440-200		2,000.00
Water - Other Expenses	01-31-445-200		1,000.00
Reserve for Accumulated Leave			
Compensation	01-36-490-000		10,000.00
TOTAL		111,000.00	111,000.00

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 City Council of Northfield, held this 14th day of November, 2017.

CITY OF NORTHFIELD, NJ RESOLUTION NO. 209-2017

AUTHORIZING FIRE DEPARTMENT STUDY

WHEREAS, the City of Northfield is interested in analyzing the efficiency of the Fire Department for the City of Northfield.

WHEREAS, Public Safety Institute Group performs comprehensive evaluations of Fire Departments and provides reports with findings and recommendations as to, among other things, the organizational structure and staffing levels of the Fire Department, the nature, degree and cost of services being provided, the physical assets and resources of the Fire Department and the administrative, operational and support functions of the Northfield Fire Department.

WHEREAS, the City of Northfield is interested in evaluating its Fire Department with respect to the items referenced above by contracting with the Public Safety Institute Group for a sum of \$17,000.00 in hopes that the findings of Public Safety Institute Group can increase the efficiency of the Fire Department for the City of Northfield.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that the Mayor of the City of Northfield is hereby authorized to execute that certain CONTRACT FOR SERVICES: FIRE DEPARTMENT STUDY attached hereto as Exhibit "A".

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 14th day of November, 2017.







CONTRACT FOR SERVICES: FIRE DEPARTMENT STUDY

This Contract for Services is made on the $_$	day of	, 2017
Between		
The City of Northfield, Atlantic County, Ne	w Jersey 08225	
And		
The Public Safety Institute Group, LLC ("PS	l"), New Jersey CF#0450112438	
a.k.a. the parties		

Pursuant to PSI Proposal 20178-PSI-NC dated August 14, 2017, the Public Safety Institute Group agrees to perform and complete a comprehensive evaluation of the Northfield City Fire Department and at the conclusion of same shall provide to the City of Northfield a final report with findings and recommendations. The study of the Northfield Fire Department shall include an assessment of numerous variables including but not necessarily limited to the items that follow:

- organizational structure and staffing levels
- nature, degree and cost of services being provided
- physical assets and resources
- collective bargaining agreement between the City and IAFF Local No. 2364
- standing written and/or verbal agreements between the City and Northfield Volunteer Fire Company No. 1
- administrative, operational and support functions of the Northfield Fire Department
- local and county fire mutual aid systems

A description of the methodology to be utilized in facilitating this project is outlined below:

- periodic meetings and regular communications with the designated city officials
- literary and field research of Northfield City and surrounding areas
- literary and field research of the Northfield career force represented by IAFF Local No.
 2364 and the Northfield Volunteer Fire Company No. 1
- review and assessment of fire department budget, table of organization, work schedules, SOPs & SOGs, vehicle and equipment inventories, fleet management, ISO grading, calls for service, support functions and mutual aid systems
- meetings and communications with the volunteer fire chief and staff page 1 of 3 pages

Public Safety Institute Group LLC, 103 Reinman Road, Warren, NJ 07059 (908) 327-7790 PSIgroup@outlook.com State of New Jersey Certificate of Formation #0450112438

- meetings and communications with IAFF Local No. 2364 leadership
- meetings and communications with local and county mutual aid coordinators
- meetings and communications as permitted with other local fire protection providers

The estimated time frame from commencement of the project to the submission of the final report shall be (90) ninety days. Tentative start date: on or about January 1, 2018.

At the conclusion of the study, a final report containing findings and recommendations will be submitted to the Council for the City of Northfield c/o Mary Canesi, Clerk of the City of Northfield for Council's review and deliberation.

In consideration for the services prescribed herein, the City of Northfield agrees to pay the Public Safety Institute Group a total sum of \$17,000.00 (seventeen thousand dollars) in this manner:

Upon endorsement of this Contract for Services	\$ 2,000.00
Upon completion and submission of Final Report	\$15,000.00
TOTAL	\$17,000.00

The City of Northfield also agrees to provide the Public Safety Institute Group with admission to the Northfield Fire Department facilities, permission to take photographs and reasonable access to all unprotected and non-priviledged data and information deemed relevant for the purpose of this study.

Indemnification. PSI shall indemnify, save harmless and defend the City of Northfield, its elected and appointed officials, its employees, agents, volunteers and others working on behalf of the City of Northfield, from and against any and all claims, losses, costs, attorney's fees, damages, or injury including death and/or property loss, expense claims or demands arising out of this Agreement, including all suits or actions of every kind or description brought against the City of Northfield, either individually or jointly with PSI for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by, or on account of, any of the activities conducted by or caused to be conducted by PSI, or through any negligence or alleged negligence in safeguarding members of the public, or through any act, omission or fault or alleged act, omission or fault or alleged act, omission or fault or alleged act, omission or fault or others under the direction, control or under any contractual relationship with PSI.

Insurance. Notwithstanding the indemnification and defense obligations of PSI, PSI shall purchase and maintain such insurance described in the attached Exhibit "A" and as is appropriate for the type of use and hazards present and as will provide protection from any and all covered claims which may arise out of or caused or alleged to have been caused in any manner from PSI's obligations and services provided under this Agreement, caused by PSI, its employees, agents, volunteers, subcontractors or others under the direction, control or under any contractual relationship with PSI or by anyone for whose acts any of them may be liable. page 2 of 3 pages

PSI shall be required to name the City of Northfield as an "Additional Insured" on its policy of commercial general liability insurance, and simultaneously with the delivery of this executed Agreement, PSI shall provide the City of Northfield with a Certificate of Insurance indicating that the insurance coverage as described in the attached Exhibit "A", and as is appropriate for the type of use and hazards present, has been obtained and that the City of Northfield has been designated as an "Additional Insured" where required. On or before the renewal date of said policy, PSI shall be required to provide the City of Northfield with a Certificate of Insurance indicating the continuation of insurance coverage and designating the City of Northfield as an "Additional Insured" for the duration of this agreement.

The schedule of insurance attached as Exhibit "A" and the limits of liability for the insurance shall provide coverage for not less than the amounts listed in the attached Exhibit "A" or greater where required by law.

By the signatures below the parties acknowledge their understanding and agree to the terms and conditions prescribed in this contract for services and further stipulate this covenant constitutes the complete and entire agreement made by the parties.

City Official: print name and title	City Official: signature and date
Municipal Clerk: print name	Municipal Clerk: signature and date
ON BEHALF OF THE PUBLIC SAFETY INSTITUT	TE GROUP:

page 3 of 3 pages

CITY OF NORTHFIELD, NJ RESOLUTION NO. 210-2017

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 REGARDING LITIGATION AND MATTERS FALLING WITHIN THE ATTORNEY CLIENT PRIVILEGE REQUIRING CONFIDENTIALITY

WHEREAS, the City 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 potential and/or anticipated litigation and matters falling within the attorney client privilege requiring confidentiality.

WHEREAS, the purpose of this meeting is to provide privileged and confidential legal advice with regard to Mount Laurel litigation.

NOW THEREFORE, BE IT RESOLVED by the City 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 City Council of Northfield, held this 14th day of November, 2017.

Mary Canesi,	RMC, Munic	ipal Clerk

THE CITY OF NORTHFIELD, NJ RESOLUTION NO. 211-2017

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NORTHFIELD AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT WITH FAIR SHARE HOUSING CENTER

WHEREAS, pursuant to In re N.J.A.C. 5:96 and 5:97, 221 N.J. 1 (2015)(Mount Laurel IV), the City of the City of Northfield filed a Declaratory Judgment Complaint in Superior Court, Law Division seeking, among other things, a judicial declaration that its Round 3 Housing Element and Fair Share Plan (hereinafter "Fair Share Plan"), to be amended as necessary, satisfies its "fair share" of the regional need for low and moderate income housing pursuant to the "Mount Laurel doctrine;" and

WHEREAS, the City simultaneously sought, and ultimately secured, a protective order providing the City of Northfield immunity from all exclusionary zoning lawsuits while it pursues approval of its Fair Share Plan; and

WHEREAS, the trial judge also appointed Hon. Steven P. Perskie, J.S.C. (Ret.) as his "Special Master," as is customary in Mount Laurel matters adjudicated in the courts; and

WHEREAS, with assistance from the Special Master, the City of Northfield, and FSHC engaged in good faith negotiations which resulted in an amicable accord on the various substantive terms and conditions as set forth in the Settlement Agreement attached hereto as Exhibit A; and

WHEREAS, through this process, the City and FSHC agreed upon the City's affordable housing obligations and the compliance techniques necessary

for the City of Northfield to satisfy its "fair share" of the regional need for lowand moderate-income housing; and

WHEREAS, the City and FSHC also agreed to present the Settlement Agreement to the Trial Judge for approval via duly-noticed Mount Laurel "Fairness Hearing;" and

WHEREAS, although there is a well-established policy favoring the settlement of all forms of litigation, the settlement of Mount Laurel litigation is particularly favored because (1) it avoids the expenditure of finite public resources; and (2) expedites the construction of safe, decent housing for the region's low and moderate-income households; and

WHEREAS, in light of the above, and on the recommendation of the City's Special Mount Laurel Counsel, the Common Council of the City of Northfield finds that it is in the best interests of the City of Northfield to execute the attached Settlement Agreement with FSHC and to take various other actions delineated below which will ultimately result in approval of the City's Fair Share Plan which, in turn, will maintain the City's immunity from all Mount Laurel lawsuits for the ten-year period set forth in the New Jersey Fair Housing Act, N.J.S.A. 52:27D-301 to 329.

NOW, THEREFORE, BE IT RESOLVED on this 14th day of November, 2017, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

- 1. The Common Council hereby authorizes and directs the Mayor to execute the attached Settlement Agreement and to provide a copy of same to the City's Special Mount Laurel Counsel as soon as practicable thereafter.
- 2. The Common Council hereby directs its Special Mount Laurel Counsel to file the fully-executed Settlement Agreement with the Court and take all actions reasonable and necessary to secure an Order approving the Settlement Agreement and ultimately to secure judicial approval of the City's Fair Share Plan, as may be amended by the Planning Board City pursuant to the Agreement and subject to the public hearing process set forth in the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-1 et. seq.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Common Council of the City of The City of Northfield at a regular meeting held on the 14th day of November, 2017, a quorum being present and voting in the majority.

MARY CANESI, RMC, Municipal Clerk