

**CITY OF NORTHFIELD ANNUAL REORGANIZATION
JANUARY 5, 2021**

At 6:04pm this meeting was called to order by Municipal Clerk Mary Canesi, who welcomed the audience. This meeting was properly advertised in the Press of Atlantic City in accordance with Public Law 75, Chapter 231, on January 2, 2021.

Municipal Clerk Canesi read the following statement:

“Due to social distancing requirements related to Covid-19, there are limited seats for in-person attendance by members of the public this evening. For this reason, this meeting is also being presented simultaneously as a remote public meeting, live-streamed, using Zoom conferencing service, and in accordance with the Governor’s Executive Orders and the Open Public Meetings Act.

Zoom meeting participants can dial in by telephone and listen to the proceedings, or they can access the meeting using a web-browser, and be able to view and listen. Instructions on how members of the public could reserve one of the limited seats, as well as how they can access Zoom have been made available on the municipal website and were published in the Press of Atlantic City. The full text of the public meeting notice has been posted at the entrances to the municipal building and includes Zoom instructions, information on where to find the meeting agenda and relevant documents, as well as instructions on how members of the public could submit comments in advance of tonight’s meeting.

For those participating via Zoom, all participants will be ‘muted’ upon entry to the meeting. Web-browser participants will not be able to share their screens or see the camera-view of anyone other than the host, which is the City of Northfield.

Zoom participants wishing to exercise their right to participate during the public comment portion of the meeting should wait until the specific announcement is made to open the public comment period. At this time, one by one, any telephone users will be asked to identify themselves and will be unmuted to permit commentary. For web-browser participants, comments or questions may be submitted via the chat function and will not be acknowledged outside of the designated public-comment portion of the meeting; chat-users must also provide his/her name and address for the record in order to be heard.

Any written comments submitted in advance will be read aloud and addressed during the public comment portion of the meeting.”

The flag salute was led by Councilman Perri.

Municipal Clerk Mary Canesi took attendance as follows: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Smith – yes; Mr. Utts - yes.

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OATH OF OFFICE TO NEWLY ELECTED OFFICIALS

Municipal Clerk Canesi announced that the Official Oath of Office for Councilman Notaro had previously been administered, and that there would not be a ceremonial Oath this evening. She asked Councilman Notaro if he would like to say a few words.

Councilman Notaro thanked Clerk Canesi. He also thanked Mayor Chau for hosting when the Oath was administered over the weekend by Congressman Van Drew. He thanked Eric Leeds and others who helped with his campaign, he thanked Craig Schenk, from the Sentinel Newspaper, for coming out on January 1st. Councilman Notaro thanked those who voted for him and those who didn't. He thanked his family; his wife Belinda and kids Aiden, Olivia and Avery. He was looking forward to 2021, he thanked all.

Clerk Canesi announced that Mayor Chau was in attendance this evening, via Zoom.

Official Oath Administered by William Polistina, Esquire

- **Council, 2nd Ward, Tom Polistina**

Clerk Canesi announced the Oath for Tom Polistina, to be administered by his brother, William Polistina.

Clerk Canesi called forward Councilman Polistina's fiancée Patty Larsen; his daughter Marissa; his mother Rita Polistina; and sisters Lisa Damiano and Debbie Kolmetsky. Clerk Canesi stated that Councilman Polistina's other daughter, Courtney, was in attendance via Zoom.

William Polistina administered the Oath of Office to Councilman Polistina.

Clerk Canesi called the final attendance roll of the evening as follows: Mr. Dewees-yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Polistina – yes; Mr. Smith – yes; Mr. Utts – yes.

Councilman Polistina thanked his family, all by name, for their support. He thanked all Council members for a great job well done during their terms; he was looking forward to working with them and with Mayor Chau. He thanked all of the voters in Northfield, he believed it was record turnout. He hoped engagement and involvement would continue. He would work hard for the City to make sure there was transparency, and to continue to make Northfield the great place we all love.

Councilman Perri welcomed Councilman Polistina back, he was looking forward to working with him.

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Clerk Canesi opened the floor for nominations for Council President for the year 2021.

Councilman Dewees nominated Councilman Polistina, seconded by Councilman Notaro.

Clerk Canesi asked if there were any other nominations, seeing none, nominations were closed.

Councilman Dewees motioned, Councilman Notaro seconded, to elect Councilman Polistina as Council President for 2021.

Roll call: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Polistina – yes; Mr. Smith – yes; Mr. Utts – yes.

Council President Polistina opened the floor for nominations for Council President Pro Tempore for the year 2021. Councilman Smith nominated Councilman Dewees. Seeing no other nominations Council President Polistina closed the floor.

Councilman Smith motioned, Councilman Notaro seconded, to elect Councilman Dewees as Council President Pro Tempore for 2021.

Roll call: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Smith – yes; Mr. Utts – yes; Mr. Polistina– yes.

At 6:19pm Council President Polistina called for a brief recess. On motion of Councilman Dewees, seconded by Councilman Notaro all present were in favor.

At 6:25pm Council President Polistina resumed meeting.

AGENDA REVIEW

Council President Polistina began making assignments. He asked if any Council member would like any resolution voted on separately.

Councilman Smith requested Resolution 23-2021 be voted on separately.

Council President Polistina asked if there were any questions, seeing none he finished making assignments for the meeting. He stated that all matters listed under the Consent Agenda are considered to be routine in nature, and having been reviewed by Council, will be enacted by one motion. Any item may be removed from the Consent Agenda at the request of any Council Member and if so removed, will be treated as a separate matter. Any items requiring expenditure of funds are supported by a Certification of Availability of Funds.

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Councilwoman Madden stated that she would like it on record that she wished to remain chairperson for Fire and EMS, and suggested Councilman Notaro as 2nd.

Council President Polistina replied that he would consider it.

READING AND APPROVAL OF THE MINUTES

On a motion of Councilman Perri, second of Councilwoman Madden, all members were in favor of approving the minutes of the meetings of December 15, 2020, without formal reading. They have been posted, distributed to Council, and are on file in the Municipal Clerk's Office.

PUBLIC SESSION

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

Clerk Canesi announced that she typed in the Zoom chat that the public comment portion of the meeting was open; she suggested Council President Polistina give viewers a moment to respond due to a slight delay.

Clerk Canesi advised there were no comments via Zoom.

Seeing no one from the public wishing to speak the public session was closed.

RESOLUTIONS / CONSENT AGENDA

On motion of Councilman Dewees, seconded by Councilman Notaro all members present were in favor of voting on Resolutions 1-2021 through 22-2021 and 24-2021 through 31-2021, by Consent Agenda.

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| 1-2021 | Annual Schedule of Meetings |
| 2-2021 | Temporary Appropriations |
| 3-2021 | Designation of Official Newspapers for the Publication of Legal Notices for the City of Northfield |
| 4-2021 | Annual Appointments |
| 5-2021 | To Authorize the Tax Assessor to File a Petition of Appeal or Appeals for the Tax Year 2021 |
| 6-2021 | Safety and Health Committee Appointments |
| 7-2021 | Establishing Charges for Municipal Public Records |
| 8-2021 | Appointing Fund Commissioner and Alternate Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund |
| 9-2021 | Appointing Public Agency Compliance Officer |

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- 10-2021** Appointment of Risk Management Consultant in Accordance with the Bylaws of the Atlantic County Municipal Joint Insurance Fund
- 11-2021** A Resolution Authorizing the Contact Persons to Access the Employment Practices Liability Consultation Service (EPL) / ACMJIF
- 12-2021** A Resolution Adopting Robert's Rules of Order
- 13-2021** City of Northfield Local Emergency Planning Committee (L.E.P.C.) Appointments
- 14-2021** A Resolution Adopting a Cash Management Plan
- 15-2021** To Establish the Rate of Interest for Nonpayment of Taxes or Assessments
- 16-2021** Authorize Delinquent Tax Penalty Charges
- 17-2021** Authorizing Award of Contract for Registered Municipal Accountant through a Fair and Open Process Pursuant to N.J.S.A 19:44A-20.5, Et Seq.
- 18-2021** Authorizing Award of Contract for Licensed Land Surveyor through a Fair and Open Process Pursuant to N.J.S.A 19:44A-20.5, Et Seq.
- 19-2021** Authorizing Award of Contract for Bond Counsel through a Fair and Open Process Pursuant to N.J.S.A 19:44A-20.5, Et Seq.
- 20-2021** Authorizing Award of Contract for Labor Relations Attorney through a Fair and Open Process Pursuant to N.J.S.A 40A:11-5 and N.J.S.A 19:44A-20.5, Et Seq.
- 21-2021** Authorizing Award of Contract for Tax Appeal Attorney through a Fair and Open Process Pursuant to N.J.S.A 40A:11-5 and N.J.S.A 19:44A-20.5, Et Seq.
- 22-2021** Authorizing Award of Contract for Municipal Engineer through a Fair and Open Process Pursuant to N.J.S.A 19:44A-20.5, Et Seq.
- 24-2021** Authoring the Tax Collector to Conduct a Tax Lien Sale
- 25-2021** Resolution Authorizing the Public Auction of Abandoned / Unclaimed Vehicles
- 26-2021** Resolution Recognizing Members of the Northfield Volunteer Fire Company
- 27-2021** Resolution Recognizing Members of the Northfield Volunteer Company Ladies' Auxiliary
- 28-2021** Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a
- 29-2021** Authorizing Award of Professional Services Contract for Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Record
- 30-2021** To Confirm the Reappointment of Adam Raynor as a Special Law Enforcement Officer, Class II
- 31-2021** To Confirm the Reappointment of Johnathan Scull as a Special Law Enforcement Officer, Class II

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Councilman Dewees motioned, Councilman Notaro seconded to adopt the Consent Agenda.

Roll call: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Smith – yes; Mr. Utts – yes; Mr. Polistina– yes; Motion carried.

Council President Polistina referred to Resolution 23-2021 and asked for discussion.

Councilman Smith advised that he had spoken with Mr. Facenda regarding his backup for conflict matters; Councilman Smith advised that Mr. Facenda's second would be Mike Testa, who also put in a request for the Solicitor's position

Clerk Canesi asked who would pay the conflict solicitor? Normally the conflict solicitor would be paid by the solicitor, she asked if that would that continue.

Mr. Facenda agreed, as long as it would be inside retainer, but if it were, for example, litigation, no.

Councilwoman Madden asked for further explanation.

Mr. Facenda advised he had spoken with Mr. Manos, who had served as his backup in the past. He had recently developed a land use practice in Northfield, he would be appearing before the Planning and Zoning Board and for that reason he would not be able to serve as the conflict attorney. He explained what would be inside or outside of the retainer.

Council President Polistina suggested drafting something that would be acceptable to all parties.

Mr. Facenda suggested a resolution at next the meeting appointing Mr. Testa as the conflict solicitor.

Councilman Smith motioned, Councilman Utts seconded to adopt Resolution 23-2021.

23-2021 Authorizing Award of Contract for Municipal Solicitor through a Fair and Open Process Pursuant to N.J.S.A 19:44A-20.5, Et Seq.

Roll call: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Smith – yes; Mr. Utts – yes; Mr. Polistina– yes; Motion carried.

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PAYMENT OF BILLS \$24,730.66

Councilman Smith motioned, Councilwoman Madden seconded, for payment of bills.

Roll call: Mr. Dewees- yes; Mrs. Madden – yes, Mr. Notaro - yes, Mr. Perri – yes; Mr. Smith – yes; Mr. Utts – yes; Mr. Polistina– yes; Motion carried.

Councilwoman Madden read the meeting notices.

Council President Polistina read a notice about the Senior Freeze Program being extended for a second time, until February 1st. Anyone who knew a senior who had not filed yet, that window was still open, he urged them to take advantage.

At approximately 6:40pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk