

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
FEBRUARY 21, 2023**

At 6:34pm 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 on January 7, 2023 and in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

The flag salute was led by Council Pro Tempore Dewees.

Present: Councilwoman Bucci; Councilwoman Carfagno; Councilman Dewees; Councilman Leeds; Councilman Notaro; Councilman Smith; Council President Polistina

Absent: Mayor Chau

Solicitor Facenda, Engineer Nassar, and Chief VonColln were also in attendance.

READING AND APPROVAL OF THE MINUTES

On a motion by Councilman Smith with a second by Councilman Notaro, with the exception of Councilwoman Carfagno who abstained, all members present, were in favor of approving the minutes of January 23, 2023 and February 7, 2023, without formal reading.

MAYOR'S REPORT

Mayor Chau was absent.

CITY ENGINEER'S REPORT

Engineer Nassar reviewed the Engineers Report as previously distributed to Council. He reported that the pipes were videoed in preparation for slip lining, night work was to begin next week.

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

Council President Polistina opened the public portion of the meeting for any person to comment on any subject, he asked that they state their name and address for the record and observe the five-minute limit per speaker.

Seeing no one wishing to speak, Council President Polistina closed the public comment portion of this meeting.

RESOLUTIONS

Council President Polistina read the following statement: "All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
FEBRUARY 21, 2023**

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 are supported by a Certification of Availability of Funds.”

On motion of Councilman Notaro, seconded by Councilman Leeds, all members present were in favor of voting on Resolutions 55-2023 through 59-2023 and Resolutions 61-2023 through 63-2023, by Consent Agenda.

- 55-2023** Authorizing Change of Sewer Account Classification and Refund of Overpayment of Sewer Charges
- 56-2023** Resolution of the City of Northfield Approving the Second Joinder Agreement Allowing the City of Egg Harbor City to withdraw as a Participant and Including New Jersey-American Water Company, Inc. as a New Participant
- 57-2023** To Approve an Application for Use of Facilities – Mainland Youth Lacrosse
- 58-2023** To Approve an Application for Use of Facilities – MRHS
- 59-2023** To Approve an Application for Use of Facilities – Baseball Performance Center
- 61-2023** Authorization to Hire Substitute Adult School Crossing Guard
- 62-2023** Employment Status Change for Substitute School Crossing Guard
- 63-2023** Library Maintenance Agreement

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

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

Council President Polistina announced that he would be abstaining from Resolution 60-2023.

Councilman Notaro stated that he, Councilman Smith, and Council President Polistina received an email from a local vendor indicating they can save us 10% on document scanning. There was no proposal. Just a few brochures. So, it would be 10% less than \$60,000.00; no quote has been provided, and he does not know any of the logistics. It was up to us whether we want to move forward with this resolution, or give this other company a chance to put in a bid.

Council President Polistina advised we would have to put together a bid spec as well, which could eat up our saving.

Solicitor Facenda asked what was our threshold.

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
FEBRUARY 21, 2023**

Clerk Canesi replied \$44,000.00; this would have to go out to bid.

Councilman Smith noted the cost from Foveonics was not to exceed \$65,000.00, so, we do not know the cost.

Clerk Canesi advised there was a quote in the packet and it was publicly bid by the State.

Councilman Notaro asked if this company would do all what need or was there another round. We should stick with the same format.

Clerk Canesi noted this was for all permanent records in the Clerk's Office and the Planning Board.

Councilman Dewees asked, if we went out to bid what would be our cost; would it exceed our cost?

Council President Polistina replied he could not answer that.

Clerk Canesi added that the Building Department files would be next. The State has very strict standards when it comes to an imaging system, images must be in PDF-A format.

Engineer Nassar added that this would make it easier for the Zoning Officer to make a decision. It is hard to research the records currently.

Council President Polistina agreed; finding existing approvals is difficult.

Clerk Canesi explained that they would update our records once a year. They have a process in place for OPRA requests, if one is received while they are in possession of our records for the imaging process, with a 24-hour turnaround.

Councilman Leeds motioned, Councilman Dewees seconded, to adopt Resolution 60-2023.

60-2023 Authorizing Award of Contract for Document Scanning

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

ORDINANCES

Councilman Dewees motioned, Councilman Bucci seconded, to adopt Ordinance 4-2023.

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
FEBRUARY 21, 2023**

4-2023 Calendar Year 2023 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a:4-45.14)
2nd Reading / Public Hearing / Final Consideration 2/21/2023
Published in the Press of AC 02/25/2023

The Municipal Clerk read the Ordinance by title, stated that this was the second reading and that there would be a public hearing, after which the matter would be considered for final adoption. Since introduction, the full Ordinance has been posted in the lobby of City Hall and on the City website, and copies have been available at no cost in the office of the Municipal Clerk to any member of the public who requested same. If approved, final publication will be February 25, 2023.

Council President Polistina opened the public hearing. Seeing no one wishing to speak he closed the public hearing.

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

PAYMENT OF BILLS \$ 451,070.51

Councilman Dewees motioned, Councilwoman Bucci seconded, for payment of bills.

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

MEETING NOTICES

Councilman Smith read the meeting notices.

Council President Polistina announced the budget meeting dates.

Councilman Dewees thanked Mayor Chau for acknowledging his grandchild.

At approximately 6:54pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk