

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES  
FEBRUARY 24, 2022**

At 5:59pm this meeting was called to order by Municipal Clerk Mary Canesi; this meeting was properly advertised in the Press of Atlantic City in accordance with Public Law 75, Chapter 231, on January 22, 2022.

**FLAG SALUTE**

The flag salute was led by Council Pro Tempore Dewees.

**ROLL CALL**

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

Absent: Mayor Chau\*

*\*Mayor Chau arrived at 6:02pm.*

CFO Stollenwerk and Police Chief Newman were also in attendance.

Fire Chief Cummings and Volunteer Fire Company Assistant Chief Shenkus were in the audience.

**2022 BUDGET DISCUSSION**

Council President Polistina deferred to CFO Stollenwerk.

CFO Stollenwerk reviewed additions that had been made since last budget meeting, and items still to be discussed.

Council President spoke regarding the donation to FAN; it was a onetime thing. If we continue to fund the sports groups, we have to assume responsibility for their background checks etc, due to the sexual abuse and molestation policy required by our insurance.

CFO Stollenwerk clarified that if the City has a financial relationship with these groups, we may be responsible for them. Our Risk Management Consultant recommended that we don't have a financial relationship with the sports groups.

Discussion ensued between members present with regard to whether or not to pay FAN's insurance, make a donation, increase registration fees to offset insurance costs, etc.

Council President Polistina moved to discussion of increased funding for seniors. There were two distinct groups, one met at the library and another at St. Gianna. Mayor Chau had suggested merging the two groups and increasing the funding.

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Mayor Chau spoke, and advocated for the purchase of a \$5,400 per year, subscription-based service for Code Enforcement.

Council President Polistina asked if there was a system currently in use.

CFO Stollenwerk replied yes, it's called Enforcer.

Discussion ensued amongst all with regard to code enforcement software, possible additional costs associated with new software, such as data migration, per-user fees, etc.

Mayor Chau advised he would get more information.

CFO Stollenwerk advised we needed to be sure we complete the American Rescue Plan Act fund projects that are approved within 2 years. She and Clerk Canesi met with the computer people and the IT list is about \$95,000.

Councilman Notaro asked about scanning.

Clerk Canesi proposed scanning permanent records in the Clerk's Office as a starting point. We'd need to go out for RFP.

Mayor Chau urged that Building Department records also be scanned.

Councilman Leeds asked about the cost of the boiler.

CFO Stollenwerk replied that she should have a cost at the next meeting.

All members present moved to discussion of the capital project list. Vehicle acquisitions were discussed; bleachers were reduced to one set only, for the football field.

Councilman Dewees said he was waiting on a price for aluminum steps at the football tower, the estimate was between \$20-\$25,000.

Councilman Leeds suggested a small SUV for the inspectors.

CFO Stollenwerk felt it was quicker to purchase a vehicle, Council needed to spend Building Department revenue.

Councilman Dewees reviewed the pavilion projects, including the one planned for Claire Moyer.

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Councilman Dewees asked CFO Stollenwerk if there was a budget increase for building and grounds.

CFO Stollenwerk replied, yes and no. We did increase funding, but also created a second line for the Park to get a better idea of the costs spent there, since we are no longer using the trust.

CFO Stollenwerk said she'd also created new line in the chart of accounts for tree removal, to track these expenses. We spent \$11,000 with Hell Fighters last year on tree removal.

Councilman Dewees suggested additional funding in the Public Works budget to cover tree removal.

**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 make a comment Council President Polistina closed the public session.

Council President Polistina read the meeting notices.

At approximately 7:21pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk