

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
FEBRUARY 2, 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 February 2, 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 2:00pm on February 2, 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/89556566769> or by telephone using one tap mobile +13017158592,,89556566769# or direct dial +1 301 715 8592 using Meeting ID: 895 5656 6769. 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 February 2, 2021.

FLAG SALUTE

ROLL CALL:

Deweese, Madden, Notaro, Perri, Smith, Utts, Polistina

APPROVAL OF MINUTES – January 19, 2021

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 37-2021** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 on Property Known as Block 53 Lot 9 (600 Lake Avenue)
- 38-2021** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 on Property Known as Block 26 Lot 5 (533 Marita Ann Drive)
- 39-2021** A Resolution Confirming the Appointment of Darrin M. Lord as Municipal Public Defender for the City of Northfield for Calendar Year 2021
- 40-2021** A Resolution Confirming the Appointment of James P Grimley as the Municipal Prosecutor for the City of Northfield for Calendar Year 2021

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
FEBRUARY 2, 2021**

- 41-2021** Amending Resolution No. 26-2021, Recognizing Members of the Northfield Volunteer Fire Company
- 42-2021** Acceptance of the LOSAP Point System and Qualifiers for Members of the Northfield Volunteer Fire Co. #1
- 43-2021** Rejecting Proposal for Emergency Medical Services for the City of Northfield
- 44-2021** Refund Overpayment of Taxes
- 45-2021** 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)7 Regarding Litigation and Matters Falling within the Attorney Client Privilege Requiring Confidentiality
- 46-2021** 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)(7) Regarding Contract Negotiations

ORDINANCES

- 1-2021** Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a: 4-45.14)
Introduction / No Public Input / Published in the Press of AC 02/06/2021
2nd Reading / Public Hearing / Final Consideration 02/16/2021

- 2-2021** Ordinance Providing for and Establishing Salary Ranges of Officers and Employees of the City of Northfield and Repealing All Ordinances Heretofore Adopted, the Provisions of Which are Inconsistent Herewith
Introduction / No Public Input / Published in the Press of AC 02/06/2021
2nd Reading / Public Hearing / Final Consideration 02/16/2021

PAYMENT OF BILLS **\$2,021,661.81**

MEETING NOTICES

Budget Meeting	February 4 th	3pm
City Council	February 16 th	6pm Work Session
		Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 37-2021**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON
PROPERTY KNOWN AS BLOCK 53 LOT 9 (600 LAKE AVENUE)**

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 53 Lot 9 (600 Lake Avenue) for 2020 which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a); and

WHEREAS, it is the desire of the City to adjust the records of the Tax Collector in accordance therewith, which is the purpose of this resolution; and

WHEREAS, Ruth Elizabeth Keck-Ryon, acquired title to Block 53 Lot 9 (600 Lake Avenue) on October 19, 2020; and

WHEREAS, Ruth Elizabeth Keck-Ryon is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(b);

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 53 Lot 9 (600 Lake Avenue) as follows due to the fact that said property is exempt:

\$587.50 for the year of 2020

The City Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes Ruth Elizabeth Keck-Ryon, Block 53 Lot 9, 600 Lake Avenue, NJ 08225:

\$587.50 for the year of 2020

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of Northfield, held this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 38-2021**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON
PROPERTY KNOWN AS BLOCK 26 LOT 5 (533 MARITA ANN DRIVE)**

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 26 Lot 5 (533 Marita Ann Drive) for 2020 which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a); and

WHEREAS, it is the desire of the City to adjust the records of the Tax Collector in accordance therewith, which is the purpose of this resolution; and

WHEREAS, Gary Speed acquired title to Block 26 Lot 5 (533 Marita Ann Drive) on September 28, 2020; and

WHEREAS, Gary Speed is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(b);

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 26 Lot 5 (533 Marita Ann Drive) as follows due to the fact that said property is exempt:

\$2,193.70 for calendar year of 2020

The City Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to Gary Speed, Block 26 Lot 5, 533 Marita Ann Drive, Northfield, NJ 08225:

\$2,193.70 for calendar year of 2020

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of the City of Northfield, held this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 39-2021**

**A RESOLUTION CONFIRMING THE APPOINTMENT OF DARRIN M.
LORD AS MUNICIPAL PUBLIC DEFENDER FOR THE CITY OF
NORTHFIELD FOR CALENDAR YEAR 2021**

WHEREAS, pursuant to the authority granted by N. J. S. A. 2B: 12- 1(c), the municipalities of the City of Northfield and the City of Linwood have entered into an agreement for shared court services; and

WHEREAS, the Shared Court Agreement provides that the Municipal Public Defender shall be appointed for a one-year term by the Municipality that did not appoint the Municipal Judge; and

WHEREAS, the City of Linwood has appointed Darrin M. Lord as Municipal Public Defender for a one-year term as per the Shared Court Agreement; and

WHEREAS, the Council of the City of Northfield is desirous of confirming said appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that the appointment of Darrin M. Lord as Municipal Public Defender for the City of Northfield for a one-year term is hereby confirmed in accordance with the Shared Court Agreement.

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 Common Council of the City of Northfield, held this 2nd day of February, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 40-2021**

**A RESOLUTION CONFIRMING THE APPOINTMENT OF JAMES P
GRIMLEY AS THE MUNICIPAL PROSECUTOR FOR THE CITY OF
NORTHFIELD FOR CALENDAR YEAR 2021**

WHEREAS, pursuant to the authority granted by N. J. S. A. 2B: 12- 1(c), the municipalities of the City of Northfield and the City of Linwood have entered into an agreement for shared court services; and

WHEREAS, the Shared Court Agreement provides that the Municipal Prosecutor shall be appointed for a one year term by the Municipality that did not appoint the Municipal Judge; and

WHEREAS, the City of Linwood has appointed James P. Grimley. as Municipal Prosecutor for a one-year term as per the Shared Court Agreement; and

WHEREAS, the Council of the City of Northfield is desirous of confirming said appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that the appointment of James P. Grimley, as Municipal Prosecutor for the City of Northfield for a one year term is hereby confirmed in accordance with the Shared Court Agreement.

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 Common Council of the City of Northfield, held this 2nd day of February, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 41-2021**

**AMENDING RESOLUTION NO. 26-2021, RECOGNIZING
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE COMPANY**

IT IS HEREBY RESOLVED that Resolution No. 26-2021 amending the members of the City of Northfield Volunteer Fire Company, adopted January 5, 2021 by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add Harrison Gillman, Joshua Kirby and Timothy Joo and to remove Derrick Sickler effective January 11, 2021:

BE IT FURTHER RESOLVED that the current list of members of the City of Northfield Volunteer Fire Company as of January 11, 2021 shall be memorialized as follows:

Arsenault, Cole	Badger, Cindy
Carey, Louis (<i>Lieutenant</i>)	Chau, Erland
Clark, Ryan	Cummings, Bruce (<i>Chief</i>)
Cummings, Bruce Jr.	Cummings, Jason
Flaherty, Brian (<i>Captain</i>)	Foltz, Brad
*Gillman, Harrison	Gitsas, Adam
Goodman, Scott (<i>Deputy Chief</i>)	Hackett, Edward
Hickey, Daniel	*Joo, Timothy
Kerlin, Kirk	*Kirby, Joshua
Lamaina, Ethan	Leeds, Bill
Leeds, Cole	Leeds, Robert
Lichtenberger, Lee	Martinelli, Henry
Morey, Donald Michael	Morey, Kevin
Morey, Thomas	Nehl, Michael Tyler
Ordille, John	Pepek, Martin
Pendlebury, John	Schaech, Charles
Scalise, Nicholas	Shenkus, Eric (<i>Assistant Chief</i>)
Sullivan, John III (<i>Lieutenant</i>)	Swartz, Robert
Wallace, Michael (<i>Lieutenant, Safety Officer</i>)	

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 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 42-2021**

**ACCEPTANCE OF THE LOSAP POINT SYSTEM AND QUALIFIERS
FOR MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE CO. #1**

WHEREAS, by Ordinance 13-2001, Northfield Volunteer Fire Co. #1 Length of Service Awards Program Act (LOSAP) for the City of Northfield was created pursuant to N.J.S.A. 40A:14-183 et seq.; and

WHEREAS, the following members of the Northfield Volunteer Fire Co. #1 have met their LOSAP requirements for their **NINETEETH YEAR** November 1, 2019 through October 31, 2020: Louis G. Carey, Donald M. Morey; and

WHEREAS, the following members have qualified for their **18th YEAR**: Bruce Cummings, Robert Leeds; and

WHEREAS, the following member has qualified for his **17th YEAR**: Scott Goodman; and

WHEREAS, the following member has qualified for his **16th YEAR**: Kevin Morey; and

WHEREAS, the following member has qualified for his **14th YEAR**: Brian Flaherty; and

WHEREAS, the following member has qualified for his **10th YEAR** Eric Shenkus; and

WHEREAS, the following member has qualified for his **5th YEAR**: Mike Wallace; and

WHEREAS, the following member has qualified for his **2nd YEAR**: William Leeds; and

WHEREAS, the following member has qualified for his **1st YEAR**: Kirk Kerlin, Cole Leeds and Adam Gitsas.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the qualifiers are accepted as presented in this Resolution, and that the aforementioned members have met the necessary requirements for the year November 1, 2019 through October 31, 2020.

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 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 43-2021**

**REJECTING PROPOSAL FOR EMERGENCY MEDICAL SERVICES
FOR THE CITY OF NORTHFIELD**

WHEREAS, in accordance with the terms of a Joint Purchasing Agreement between the City of Linwood and the City of Northfield, the City of Linwood did advertise for and receive proposals for Emergency Medical Services for the City of Northfield; and

WHEREAS, proposals were received by the Linwood Municipal Clerk on Tuesday, January 5, 2021 at 11:00am; and

WHEREAS, one proposal was submitted, by TriCare Medical Transportation; and

WHEREAS, the proposal submitted has been reviewed by the City of Northfield Emergency Medical Services Committee and it has been determined that the proposal substantially exceeds the cost estimate for the services.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, that the proposal submitted January 5, 2021 for Emergency Medical Services be and is hereby rejected for the reason aforesaid.

BE IT FURTHER RESOLVED, that the Common Council of the City of Northfield is desirous of having the City of Linwood continue its voluntary participation the “Lead Agency” in the Joint Purchasing System.

BE IT FURTHER RESOLVED, it has been determined that the City of Linwood shall substantially revise the specifications for Emergency Medical Services for the City of Linwood and the City of Northfield for the ultimate benefit and good of the residents of the Cities.

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 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 44-2021**

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

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

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Amjad Rehman Inc 413 Seaview Avenue Galloway, NJ 08205	113	35	328 Roosevelt Avenue	\$541.01
Total Amount of Refund:				\$541.01
Robert Spiott, Esq 271 Is Highway 46#F105 Fairfield, NJ 07004	113	35	328 Roosevelt Avenue	\$2,164.03 *from 2020
Total Amount of Refund:				\$2,164.03
Lereta, LLC 901 Corporate Center Drive Pomona, CA 91768	112	18	313 Davis Avenue	\$1,083.75
Total Amount of Refund:				\$1,083.75

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 Common Council of the City of Northfield, held this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 45-2021**

**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-
12b(7) REGARDING LITIGATION AND MATTERS FALLING WITHIN
THE ATTORNEY CLIENT PRIVILEGE REQUIRING
CONFIDENTIALITY**

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 Common Council of the City of Northfield to discuss in a session not open to the public certain matters relating to potential litigation and matters falling within the attorney client privilege requiring confidentiality.

WHEREAS, the purpose of this meeting is to discuss certain sewer capacity issues in connection with a potential Mt. Laurel project which require privileged and confidential legal advice from the City's Special Mount Laurel counsel.

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 the City of Northfield, held this 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 46-2021**

**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)(7) – CONTRACT NEGOTIATIONS**

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 Common Council of the City of Northfield to discuss in a session not open to the public contractual negotiations pertaining to a potential Agreement for Shared Municipal Court Services with the Township of Hamilton, and matters that fall 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 2nd day of February, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 1-2021**

CALENDAR YEAR 2021

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Common Council of the City of Northfield in the County of Atlantic finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Common Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$216,389.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Common Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Common Council of the City of Northfield, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the City of Northfield shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$8,958,505 and that the CY 2021 municipal budget for the City of Northfield be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mary Canesi, RMC, Municipal Clerk

Erland V.L. Chau, Mayor

The above Ordinance was passed on first reading at a Regular meeting of the Common Council of the City of Northfield, New Jersey on the 2nd day of February, 2021, and will be taken up for a second reading, public hearing and final passage at a meeting of said Council held on the 16th day of February, 2021, in Council Chambers, City Hall, Northfield, New Jersey.

First Reading: February 2, 2021
Publication: February 6, 2021
Final Reading: February 16, 2021
Publication: February 20, 2021

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 2-2021**

**ORDINANCE PROVIDING FOR AND ESTABLISHING SALARY
RANGES OF OFFICERS AND EMPLOYEES OF THE CITY OF
NORTHFIELD AND REPEALING ALL ORDINANCES HERETOFORE
ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT
HEREWITH**

IT IS HEREBY ORDAINED by the Mayor and Council of the City of Northfield, County of Atlantic, State of New Jersey as follows:

SECTION 1:

That the following salaries, wages and compensation shall be paid to the following officials and employees of the City of Northfield and shall be paid to all those employed at the time of passing of this Ordinance who have been continuously employed since January 1, 2021 or thereafter on a retroactive basis. The following wages, salaries and compensation, however, shall be subject to the provisions of certain employment contracts between the City of Northfield and the Police Department, Fire Department and the Blue Collar, White Collar and Supervisors of the City of Northfield, through their bargaining agents.

SECTION 1.a:

The following salaries, wages and compensation shall be paid:

ANNUAL SALARY RANGE

<u>CITY COUNCIL</u>				
Council Members	\$ 2,000.00	-	\$ 8,633.00	
Council President	\$ 2,000.00	-	\$ 9,392.00	
Mayor	\$ 2,000.00	-	\$ 10,524.00	
City Administrator	\$ 4,000.00	-	\$ 95,000.00	
Personnel Coordinator	\$ 1,500.00	-	\$ 15,000.00	
Use of Facilities/Event Coordinator	\$ 1,000.00	-	\$ 6,000.00	
<u>CITY CLERK'S OFFICE</u>				
Municipal Clerk	\$ 40,000.00	-	\$ 95,000.00	
Deputy Municipal Clerk	\$ 20,000.00	-	\$ 45,000.00	
Part-Time Deputy Clerk	\$ 14.00	-	\$ 22.00	Per Hr

<u>FINANCE</u>				
Chief Financial Officer	\$ 18,000.00	-	\$ 95,000.00	
Finance Assist. Bookkeeper	\$ 20,000.00	-	\$ 50,000.00	
Finance & Facilities Supervisor	\$ 20,000.00	-	\$ 55,000.00	
Part-time Finance	\$ 14.00	-	\$ 20.00	Per Hr
Payroll Specialist	\$ 14.00	-	\$ 25.00	Per Hr
Tax Collector	\$ 40,000.00	-	\$ 90,000.00	
Deputy Tax Collector/Tax Clerk	\$ 20,000.00	-	\$ 45,000.00	
Tax Assessor	\$ 15,000.00	-	\$ 90,000.00	
<u>PLANNING & ZONING</u>				
Secretary Planning & Zoning Bds	\$ 6,000.00	-	\$ 10,000.00	
<u>CONSTRUCTION OFFICE</u>				
Construction Official	\$ 5,000.00	-	\$ 20,000.00	
Building Subcode Official	\$ 10,000.00	-	\$ 30,000.00	
Electrical Subcode Inspector	\$ 20.00	-	\$ 45.00	Per Hr
Plumbing Subcode Inspector	\$ 20.00	-	\$ 45.00	Per Hr
Fire Subcode Inspector	\$ 20.00	-	\$ 45.00	Per Hr
Housing Officer	\$ 14.00	-	\$ 45.00	Per Hr
Zoning Officer	\$ 14.00	-	\$ 30.00	Per Hr
Technical Assistant	\$ 25,000.00	-	\$ 55,000.00	
Part-Time Technical Assistant	\$ 14.00	-	\$ 35.00	Per Hr
Full Time Housing/Zoning Officer	\$ 24,000.00	-	\$ 55,000.00	
<u>PUBLIC SAFETY – POLICE</u>				
Chief of Police	\$ 102,000.00	-	\$ 145,000.00	
Captain		-	\$ 117,705.00	
Lieutenant		-	\$ 112,139.00	
Sergeant		-	\$ 103,596.00	
Patrolman after 11 th year		-	\$ 97,003.00	
Patrolman after 10 th year		-	\$ 86,372.00	
Patrolman after 9 th year		-	\$ 81,775.00	
Patrolman after 8 th year		-	\$ 77,177.00	
Patrolman after 7 th Year		-	\$ 72,578.00	
Patrolman after 6 th Year		-	\$ 68,269.00	
Patrolman after 5 th Year		-	\$ 63,960.00	
Patrolman after 4 th Year		-	\$ 57,154.00	
Patrolman after 3 rd Year		-	\$ 50,349.00	
Patrolman after 2 nd Year		-	\$ 44,201.00	
Patrolman after 1 st Year		-	\$ 41,127.00	

Patrolman Academy		-	\$ 38,055.00	
Crossing Guards	\$ 35.96	-	\$ 64.22	Per Day
Matron	\$ 14.00	-	\$ 18.00	Per Hr
Special Police	\$ 14.00	-	\$ 25.00	Per Hr
Police Secretary	\$ 22,000.00	-	\$ 55,000.00	
Police Secretary Part-Time	\$ 14.00	-	\$ 25.00	Per Hr
<u>PUBLIC SAFETY – FIRE</u>				
Assistant Chief	\$ 70,000.00	-	\$ 100,000.00	
Captain		-	\$ 92,187.00	
Firefighter 14 Years		-	\$ 85,267.00	
Firefighter 13 Years		-	\$ 74,424.00	
Firefighter 12 Years		-	\$ 71,621.00	
Firefighter 11 Years		-	\$ 68,818.00	
Firefighter 10 Years		-	\$ 66,015.00	
Firefighter 9 Years		-	\$ 63,212.00	
Firefighter 8 Years		-	\$ 60,409.00	
Firefighter 7 Year		-	\$ 57,606.00	
Firefighter 6 Years		-	\$ 54,803.00	
Firefighter 5 Years		-	\$ 52,000.00	
Firefighter 4 Years		-	\$ 49,197.00	
Firefighter 3 Years		-	\$ 46,394.00	
Firefighter 2 Years		-	\$ 43,591.00	
Firefighter 1 Year		-	\$ 40,788.00	
Firefighter Start		-	\$ 37,985.00	
Part-time Firefighter	\$ 23.00	-	\$ 26.00	Per Hr
Fire Chief-Volunteer Fire Co.	\$ 2,000.00	-	\$ 5,000.00	
Deputy Chief-Volunteer Fire Co	\$ 1,000.00	-	\$ 4,000.00	
Assist. Chief-Volunteer Fire Co.	\$ 900.00	-	\$ 3,900.00	
Captain-Volunteer Fire Co.	\$ 800.00	-	\$ 3,800.00	
Lieutenants-Volunteer Fire Co.	\$ 300.00	-	\$ 3,300.00	
Fire Safety Officer	\$ 300.00	-	\$ 600.00	
<u>EMERGENCY MANAGEMENT</u>				
Coordinator	\$ 500.00	-	\$ 5,000.00	
Deputy Coordinator	\$ -	-	\$ 1,000.00	
<u>BUILDING & GROUNDS</u>				
Groundskeeper/Utility	\$ 10.00	-	\$ 15.00	Per Hr
Supervisor	\$ 2,000.00	-	\$ 6,000.00	

<u>PUBLIC WORKS DEPT</u>				
Superintendent of Public Works	\$ 50,000.00	-	\$ 100,000.00	
Supervisor of Public Works	\$ 45,000.00	-	\$ 75,000.00	
Sewer Supervisor	\$ 2,000.00	-	\$ 7,500.00	
Assistant Public Works Supervisor	\$ 38,000.00	-	\$ 70,000.00	
Assistant Sewer Supervisor	\$ 34,000.00	-	\$ 70,000.00	
Mechanic	\$ 33,000.00	-	\$ 60,000.00	
Operator	\$ 32,000.00	-	\$ 65,000.00	
Part Time Mechanic	\$ 10.00	-	\$ 25.00	Per Hr
Laborer	\$ 25,500.00	-	\$ 45,000.00	

SECTION 1.b:

All salaries will be paid every two weeks in 26 equal installments except for the following exceptions:

Quarterly: All positions with the Volunteer Fire Department

SECTION TWO:

All Ordinances or parts of ordinances inconsistent herewith are hereby repealed, except that this repeal shall not affect or present the prosecution or punishment of any persons for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this Ordinance.

If any section, subsection, sentence, clause, portion of this Ordinance or underlying agreement is for any reason held invalid or unconstitutional by any court, federal or state agency of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

This Ordinance shall take effect within the time and manner prescribed by law and all payments due for the year 2021 shall be paid retroactively following final passage and adoption.

Mary Canesi, RMC
Municipal Clerk

Erland Chau
Mayor


The above Ordinance was passed on first reading at a regular meeting of the Council of the City of Northfield, New Jersey on the 2nd day of February, 2021, and will be taken up for a second reading, public hearing and final passage at a meeting of said council held on the 16th day of February, 2021, in Council Chambers, City Hall, Northfield, New Jersey.

First Reading: February 2, 2021
Publication: February 6, 2021
Final Reading: February 16, 2021
Publication: February 20, 2021

ENGINEER'S REPORT

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 February 2, 2021

DATE: January 28, 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 un update from Mr. Bob Mcguigan regarding this grant. **(1-28-2021) 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 infra structure 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. **(1-28-2021) Nothing new to report.**

NF13-00 Catherine Place and Flow Issues with ACUA

I received the pipe inspection report form 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. **(1-28-2021) Nothing new to report.**

NF13-40 Reconstruction of Shepherd Drive and North Shepherd Drive (Municipal Aid FY 2019)

The City was approved for \$ 285,000.00 from the NJDOT 2019 grants for the reconstruction of Shepherd Drive and North Shepherd Drive. We are working on the design plans. We received the NJDOT concurrence for the design and design specifications. We received only one bid for the base and alternate bids in the amount of \$358,375.00. Due to the weather the project is on hold until Mach 2020. The Contractor is scheduled to start the concrete work around the second week in April 2020, with anticipated project completion in mid-May. (4-24-2020) The Contractor is mobilizing today to start the concrete work on Monday the 27th. (5-8-2020) Contractor finished all the concrete work and paving is tentatively scheduled for the week of May 18th. (5-22-2020) The contractor is scheduled to complete the paving starting June 9th. (6-12-2020) The contractor started to mobilize paving equipment to start the paving portion of this project on Monday the 15th and with anticipated date for completion on the 20th. (7-10-2020) during the reconstruction of the road, a drainage pipe collapsed along North Shepherd

Drive the corrugated aluminum pipe was not installed properly and did not have the proper cover on top it, the Contractor replaced the 15" pipe with 8" ductile iron pipe. The final pavement has completed, the contractor is working on restoration and cleanup. We had an issue with the resident at 2009 Shepherd Drive the landscaping was almost 3' over the paving when the contractor was milling the road, he requested that we get the 3 rhododendrons bushes trimmed back away from the street, Public works did the work and the resident sent a complaint and is requesting to get reimbursed \$1,500 to replace the three bushes, the homeowner failed to comply the property maintenance ordinance (215-47). (8-7-2020) I met with the Contractor to delineate the problematic areas, the Contractor needs to reconstruct an approximately 20' of the concrete gutter and mill and pave approximately 400' to correct the drainage problems. (8-28-2020) the Contractor started the repair work along Shepherd Drive should be finished by next week. (9-11-2020) Contractor started the asphalt repair should be completed by the 15th. (10-2-2020) All repair work has been completed. (10-16-2020) we approved payment # 3 for the contractor, we ordered the core samples and working with contractor on the final change order. (11-20-2020) we are in the process of getting core sample, so we can start closing out this project. (1-14-2021) waiting on the results from the testing company. **(1-28-2021) 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.**

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. **Nothing new to report.**

NF13-27 Grant Applications:

(5-22-2020) 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. (7-10-2020) 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. **(1-28-2021) Nothing new to report.**

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. **(1-28-2021) Nothing new to report.**

NF13-03 Street Opening:

(1-28-2021) No street opening permits were 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. **(1-28-2021) Nothing new to report.**

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 concert 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. **(1-28-2021) Nothing new to report.**

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. **(1-28-2021) Nothing new to report.**