

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
MARCH 16, 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 March 16, 2021 at [www.cityofnorthfield.org](http://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 4:00pm on March 16, 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/86922058413> or by telephone using one tap mobile +13017158592,,86922058413# or direct dial +1 301 715 8592 using Meeting ID: 869 2205 8413. 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](mailto: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 March 16, 2021.

**FLAG SALUTE**

**COUNCIL ROLL CALL:** Dewees, Madden, Notaro, Perri, Smith, Utts, Polistina

**MAYOR:** Chau

**APPROVAL OF MINUTES** – February 25, 2021 and March 2, 2021

**MAYOR'S REPORT**

**CITY ENGINEER'S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTION/2021 BUDGET**

**67A-2021** Introduction of the 2021 Budget  
No public input on introduction  
*Budget Synopsis Published in the Press of AC 03/20/2021*  
*Public Hearing and Final Adoption: 7:00 pm 4/20/2021*

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
MARCH 16, 2021**

**RESOLUTIONS**

- 68-2021**      A Resolution Establishing Salaries for Non-Union Employees of the City of Northfield for 2021
- 69-2021**      Acknowledging Retirement of Michael Dattalo Zoning/Housing and Code Enforcement Officer
- 70-2021**      Authorizing Release of Performance Guarantees and Inspection Escrows, and Waiver of Maintenance Guarantee, for Block 23, Lot 16
- 71-2021**      Authorizing Refund of Construction Permit Fees
- 72-2021**      To Approve an Application for Use of Facilities – 14U South Jersey Surf
- 73-2021**      A Resolution Declaring a Portion of Oak Avenue, and the Walking Path at Northfield Veterans Park, to be Designated ‘Purple Heart Way’
- 74-2021**      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 Matters Falling within the Attorney Client Privilege Requiring Confidentiality

**PAYMENT OF BILLS**    \$ 314,640.50

**MEETING NOTICES**

City Council	April 6 <sup>th</sup>	6pm Work Session Regular Session immediately following
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**ADJOURNMENT**

**RESOLUTION NO. 67A-2021**

**Introduction of the 2021 Budget - SEE HARD COPY**

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, at a meeting of said Council on March 16, 2021, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225.

There will be public hearing on the 2021 municipal budget at 7:00pm, on April 20, 2021, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225, after which the matter will be considered for final adoption.

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Mary Canesi, RMC, Municipal Clerk

### CAP Information

Total Available	appropriation	levy
Total Appropriated	9,690,619.79	8,743,135.95
Remaining ( Excess)	9,031,732.00	8,417,199.28
	658,887.79	325,936.67
Difference between 2.5% & 3.5%	216,389.00	Cap Bank \$ 625,570.00

TAX RATE	2021 CURRENT	TAX 2020 PRIOR	CHANGE	
LOCAL	0.968	0.968	(0.0000)	0.00%
TOTAL	3.532	3.468	0.064	1.83%
TOTAL LOCAL LEVY	8,417,199.28	8,442,419.60	(25,220.32)	-0.30%
NET VALUATION TAX	869,648,060	872,248,260	(2,600,200.00)	-0.30%

\$25,885 loss of revenue .3 cents

### TOTAL BUDGET

	CURRENT	PRIOR	CHANGE	
TOTAL REVENUE	13,270,033.52	13,390,878.92	(120,845.40)	-0.90%
TOTAL APPROPRIATION	13,270,033.52	13,390,878.92	(120,845.40)	-0.90%

### SURPLUS

	AVAILABLE	BUDGETED	BALANCE	
CURRENT	2,460,788.09	1,392,000.00	1,068,788.09	56.57%
Prior Year	2,335,720.54	1,071,000.00	1,264,720.54	45.85%
Difference	125,067.55	321,000.00	(195,932.45)	

### BUDGET ANALYSIS

	2021 BUDGET YEAR	2020 PRIOR YEAR	CHANGE	
REVENUE				
Surplus	1,392,000.00	1,071,000.00	321,000.00	29.97%
Local	1,961,520.00	2,144,160.00	(182,640.00)	-8.52%
State Aid	632,386.00	632,386.00	-	0.00%
Grants	350,137.24	464,284.32	(114,147.08)	-24.59%
Delinquent Tax	230,000.00	340,000.00	(110,000.00)	-32.35%
Local Tax	8,417,199.28	8,442,419.60	(25,220.32)	-0.30%
Library Tax	286,791.00	296,629.00	(9,838.00)	-3.32%
TOTAL REVENUE	13,270,033.52	13,390,878.92	(120,845.40)	-0.90%
APPROPRIATIONS				
Salaries and Wages	4,163,107.00	4,053,110.00	109,997.00	2.71%
OE & Statutory	6,344,455.00	6,050,888.13	293,566.87	4.85%
Grants	369,269.24	550,619.82	(181,350.58)	-32.94%
Deferred Charges	-	6,891.39	(6,891.39)	-100.00%
Capital	232,500.00	407,500.00	(175,000.00)	-42.94%
Debt Service	799,000.00	810,500.00	(11,500.00)	-1.42%
Library Tax	286,791.00	296,629.00	(9,838.00)	-3.32%
Reserve for Uncollected	1,074,911.28	1,214,740.58	(139,829.30)	-11.51%
TOTAL APPROPRIATION	13,270,033.52	13,390,878.92	(120,845.40)	-0.90%
Deferred Chg	-	-	0.00	

### % OF COLLECTION

	MAXIMUM	USED	UNUSED
%	98.35%	96.50%	1.85%
\$	497,211.85	1,074,911.28	577,699.43
2019 Rate	97.80%	96.00%	0.55%

## 2021 Introduced Budget

	% Change	\$ Change	Budgeted 2021	Adopted Budget 2020	Amended by (Transfers/Emerg	Amended Budget 2020	Actual 2020	Difference Reserve
<b>REVENUE</b>								
Surplus	29.97%	321,000.00	1,392,000.00	1,071,000.00		1,071,000.00	1,071,000.00	-
Alcoholic Beverages	0.00%	-	7,500.00	7,500.00		7,500.00	7,500.00	-
Other	-6.67%	(5,000.00)	70,000.00	75,000.00		75,000.00	74,240.96	(759.04)
Fees & Permits	7.14%	5,000.00	75,000.00	70,000.00		70,000.00	101,485.88	31,485.88
Fines & Costs-Court	-46.15%	(60,000.00)	70,000.00	130,000.00		130,000.00	73,437.09	(56,562.91)
Interest & Costs on Taxes	-22.22%	(20,000.00)	70,000.00	90,000.00		90,000.00	77,991.35	(12,008.65)
Interest on Investments	-28.00%	(28,000.00)	72,000.00	100,000.00		100,000.00	73,564.15	(26,435.85)
Jaiform Fire Safety Act		-	-	-		-	-	-
Sewer Rentals	0.00%	-	1,440,000.00	1,440,000.00		1,440,000.00	1,469,659.15	29,659.15
Sub-Total Local Revenues	-5.65%	(108,000.00)	1,804,500.00	1,912,500.00		1,912,500.00	1,877,878.58	(34,621.42)
JCC Fees	-37.50%	(75,000.00)	125,000.00	200,000.00		200,000.00	129,030.00	(70,970.00)
Consolidated Prop Tax Relief	0.00%	-	1,783.00	1,783.00		1,783.00	1,783.00	-
Energy Receipts	0.00%	-	630,603.00	630,603.00		630,603.00	630,603.00	-
Sub-Total State Aid	0.00%	-	632,386.00	632,386.00		632,386.00	632,386.00	-
Interlocal Sewage Agreement	3.23%	360.00	11,520.00	11,160.00		11,160.00	11,520.00	360.00
Interlocal Court Agreement		-	-	-		-	-	-
Sub-Total Interlocals	3.23%	360.00	11,520.00	11,160.00		11,160.00	11,520.00	360.00
UJ Transportation Trust Fund	6.90%	20,000.00	310,000.00	290,000.00	-	290,000.00	290,000.00	-
DrunK Driving Enforcement		4,126.82	4,126.82	-	-	-	-	-
Clean Communities	-100.00%	(18,102.96)	-	-	18,102.96	18,102.96	18,102.96	-
Recycling Tonnage Grant	-100.00%	(9,108.18)	-	9,108.18	-	9,108.18	9,108.18	-
Alcohol Education	-100.00%	(2,625.65)	-	-	2,625.65	2,625.65	2,625.65	-
Municipal Alliance	-100.00%	(10,482.00)	-	10,482.00	-	10,482.00	10,482.00	-
Safe & Secure	-46.00%	(27,600.00)	32,400.00	60,000.00	-	60,000.00	60,000.00	-
Community Dev Block Grant	-100.00%	(59,707.91)	-	-	59,707.91	59,707.91	59,707.91	-
Jobs In Shops	-100.00%	(3,520.00)	-	3,520.00	-	3,520.00	3,520.00	-
Distracted Driving Grant	-100.00%	(2,475.00)	-	2,475.00	-	2,475.00	2,475.00	-
Body Armor Grant	-18.22%	(412.20)	1,850.42	2,262.62	-	2,262.62	2,262.62	-
Drive Sober or Get Pulled Over	-100.00%	(6,000.00)	-	-	6,000.00	6,000.00	6,000.00	-
Click It or Ticket		-	-	-	-	-	-	-
GEF Grant		-	-	-	-	-	-	-
Body Worn Camera Grant		-	-	-	-	-	-	-
American Water Grant		-	-	-	-	-	-	-
IS DOJ Body Armor Grant		1,760.00	1,760.00	-	-	-	-	-
Sub-Total Grants	-24.59%	(114,147.08)	350,137.24	377,847.80	86,436.52	464,284.32	464,284.32	-
Library Maintenance Agreement	0.00%	-	20,500.00	20,500.00		20,500.00	20,500.00	-
Library Reimbursement-Morality		-	-	-		-	-	-
Capital Fund Surplus		-	-	-		-	-	-
Sub-Total Revenues with Consent		-	20,500.00	20,500.00		20,500.00	20,500.00	-
Receipts from Delinquent Taxes	-32.35%	(110,000.00)	230,000.00	340,000.00		340,000.00	355,773.02	15,773.02
Sub-Total General Revenues	-1.84%	(85,787.08)	4,566,043.24	4,565,393.80		4,651,830.32	4,562,371.92	(89,458.40)
Amount to be Raised by Taxation	-0.30%	(25,220.32)	8,417,199.28	8,442,419.60		8,442,419.60	9,226,502.90	784,083.30
Minimum Library Tax	-3.32%	(9,838.00)	286,791.00	296,629.00		296,629.00	296,629.00	-
Total Amount to be Raised	-0.40%	(35,058.32)	8,703,990.28	8,739,048.60		8,739,048.60	9,523,131.90	784,083.30
TOTAL REVENUES	-0.90%	(120,845.40)	13,270,033.52	13,304,442.40		13,390,878.92	13,788,874.82	694,624.90

## 2021 Introduced Budget

	% Change	\$ Change	Budgeted 2021	Adopted Budget 2020	Amended by Transfers/Emerg	Amended Budget 2020	Actual 2020	Difference Reserve
<b>APPROPRIATIONS</b>								
Admin S/W	0.00%	-	10,000.00	10,000.00		10,000.00	10,000.00	-
Admin & Executive O/E	-1.69%	(1,500.00)	87,000.00	86,000.00	2,500.00	88,500.00	80,312.54	8,187.46
Mayor & Council S & W	0.00%	-	71,750.00	71,750.00		71,750.00	71,714.24	35.76
Mayor & Council O/E	0.00%	-	5,000.00	5,000.00	-	5,000.00	2,610.69	2,389.31
Clerk S & W	1.92%	2,500.00	132,500.00	130,000.00		130,000.00	127,418.76	2,581.24
Clerk O/E	0.00%	-	24,750.00	24,750.00		24,750.00	20,030.88	4,719.12
Finance S & W	8.00%	8,000.00	108,000.00	100,000.00		100,000.00	99,035.07	964.93
Finance O/E	7.69%	1,000.00	14,000.00	13,000.00		13,000.00	12,234.47	765.53
Audit O/E	13.39%	4,250.00	36,000.00	36,000.00	(4,250.00)	31,750.00	31,750.00	-
Collector S & W	3.13%	3,000.00	99,000.00	96,000.00		96,000.00	95,194.25	805.75
Collector O/E	0.00%	-	11,500.00	11,500.00		11,500.00	7,907.22	3,592.78
Assessor S & W	3.11%	1,125.00	37,325.00	36,200.00		36,200.00	35,748.44	451.56
Assessor O/E	8.33%	500.00	6,500.00	6,000.00		6,000.00	4,382.00	1,618.00
Workman's Compensation	-13.39%	(34,000.00)	220,000.00	260,000.00	(6,000.00)	254,000.00	252,493.91	1,506.09
Employee Group Insurance	2.72%	35,000.00	1,320,000.00	1,300,000.00	(15,000.00)	1,285,000.00	1,215,410.46	69,589.54
Other Insurance	25.00%	25,000.00	125,000.00	125,000.00	(25,000.00)	100,000.00	88,551.49	11,448.51
Health Benefits Waiver	-20.00%	(5,000.00)	20,000.00	20,000.00	5,000.00	25,000.00	20,950.96	4,049.04
Legal O/E	0.00%	-	125,000.00	150,000.00	(25,000.00)	125,000.00	94,968.20	30,031.80
Planning Board S & W	0.00%	-	8,500.00	8,500.00		8,500.00	7,999.94	500.06
Planning Board O/E	0.00%	-	13,000.00	13,000.00	-	13,000.00	8,028.81	4,971.19
Engineering O/E	0.00%	-	30,000.00	30,000.00	-	30,000.00	29,969.08	30.92
Fire S & W	0.00%	-	435,000.00	435,000.00		435,000.00	416,244.11	18,755.89
Hydrants	0.00%	-	100,000.00	100,000.00	-	100,000.00	96,464.00	3,536.00
O/E	5.26%	2,000.00	40,000.00	38,000.00		38,000.00	34,864.28	3,135.72
Police S & W	7.64%	172,000.00	2,422,000.00	2,205,000.00	45,000.00	2,250,000.00	2,005,440.43	244,559.57
Police O/E	11.89%	12,600.00	118,600.00	106,000.00	-	106,000.00	98,000.75	7,999.25
Emergency Mgmt S & W	11.11%	500.00	5,000.00	4,500.00	-	4,500.00	3,750.00	750.00
Emergency Mgmt O/E	111.11%	10,000.00	19,000.00	4,000.00	5,000.00	9,000.00	1,766.01	7,233.99
Emergency Medical Services	60.00%	27,000.00	72,000.00	45,000.00		45,000.00	45,000.00	-
Streets & Road S&W	3.66%	15,000.00	425,000.00	410,000.00		410,000.00	397,119.14	12,880.86
Streets & Road O/E	0.00%	-	18,000.00	18,000.00	-	18,000.00	13,206.54	4,793.46
Reserve for Snow Removal	0.00%	-	1.00	1.00	-	1.00	-	1.00
Vehicle Maintenance O/E	0.00%	-	62,000.00	62,000.00		62,000.00	58,588.41	3,411.59
Solid Waste Contracts	-3.06%	(25,150.00)	797,000.00	772,150.00	50,000.00	822,150.00	785,619.23	36,530.77
Buildings & Grounds O/E	0.00%	-	75,000.00	75,000.00		75,000.00	66,726.87	8,273.13
Paint of Bike Path	-88.64%	(19,500.00)	2,500.00	22,000.00		22,000.00	11,761.78	10,238.22
Power S & W	3.41%	7,000.00	212,000.00	205,000.00		205,000.00	185,151.46	19,848.54
Power O/E	0.00%	-	30,000.00	30,000.00	-	30,000.00	14,848.19	15,151.81
Pest Regulation O/E	0.00%	-	9,300.00	9,300.00	-	9,300.00	7,750.00	1,550.00
Neighborhood Program	0.00%	-	6,000.00	6,000.00		6,000.00	566.76	5,433.24
Senior Citizens	0.00%	-	2,200.00	2,200.00		2,200.00	179.91	2,020.09
Construction Official S & W	12.68%	8,550.00	76,000.00	72,500.00	(5,050.00)	67,450.00	59,956.91	7,493.09
Construction Official O/E	109.09%	30,000.00	57,500.00	57,500.00	(30,000.00)	27,500.00	20,358.01	7,141.99
Zoning / Housing S & W	3.16%	1,500.00	49,000.00	47,500.00		47,500.00	47,050.49	449.51
Zoning / Housing O/E	0.00%	-	1,000.00	1,000.00		1,000.00	710.39	289.61
Petroleum Products	-10.00%	(5,000.00)	45,000.00	50,000.00		50,000.00	34,999.10	15,000.90
Telecommunications	-11.11%	(5,000.00)	40,000.00	45,000.00		45,000.00	29,644.99	15,355.01
Water	0.00%	-	8,500.00	8,500.00		8,500.00	7,852.79	647.21
Electricity & Natural Gas	0.00%	-	260,000.00	260,000.00		260,000.00	238,565.72	21,434.28
Accumulated Absence	0.00%	-	500.00	500.00	-	500.00	500.00	-
Sub-total appropriations in CAPS		271,375.00	7,892,926.00	7,624,351.00	(2,800.00)	7,621,551.00	6,999,397.68	622,153.32
ERS	12.64%	21,472.87	191,330.00	169,857.13	-	169,857.13	169,857.13	-
Social Security	-2.94%	(5,000.00)	165,000.00	170,000.00	-	170,000.00	145,595.54	24,404.46
FRS	12.98%	86,824.00	755,476.00	667,852.00	800.00	668,652.00	668,619.52	32.48
Unemployment	0.00%	-	17,000.00	17,000.00		17,000.00	12,673.31	4,326.69
ICRP	17.65%	1,500.00	10,000.00	6,500.00	2,000.00	8,500.00	6,175.23	2,324.77
Deferred Charges & Statutory Expenditures		104,796.87	1,138,806.00	1,031,209.13	2,800.00	1,034,009.13	1,002,920.73	31,088.40
Salaries & Wages inside CAP		219,175.00	4,111,575.00	3,852,450.00	44,950.00	3,897,400.00	3,583,274.20	314,125.80
Other Expenses inside CAP		156,996.87	4,920,157.00	4,803,110.13	(44,950.00)	4,758,160.13	4,419,044.21	339,115.92
<b>Appropriations Excluded From CAP</b>								
Library	-3.32%	(9,838.00)	286,791.00	296,629.00		296,629.00	296,629.00	-
OSAP	0.00%	-	14,000.00	14,000.00		14,000.00	-	14,000.00
Interlocal Agreement - Court	2.00%	2,900.00	147,900.00	145,000.00		145,000.00	145,000.00	-
Interlocal Agreement - Dispatch	3.00%	12,492.00	428,930.00	416,438.00		416,438.00	416,438.00	-
Interlocal Agreement - ACUA	1.37%	12,000.00	885,000.00	873,000.00	-	873,000.00	870,113.00	2,887.00
Sub-Total Interlocals	1.91%	27,392.00	1,461,830.00	1,434,438.00	-	1,434,438.00	1,431,551.00	2,887.00

## 2021 Introduced Budget

	% Change	\$ Change	Budgeted 2021	Adopted Budget 2020	Amended by Transfers/Emerg	Amended Budget 2020	Actual 2020	Difference Reserve
NJ Transportation Trust Fund	6.90%	20,000.00	310,000.00	290,000.00	-	290,000.00	290,000.00	-
Drunk Driving Enforcement		4,126.82	4,126.82	-	-	-	-	-
Clean Communities	-100.00%	(18,102.96)	-	-	18,102.96	18,102.96	18,102.96	-
Recycling Tonnage Grant	-100.00%	(9,108.18)	-	9,108.18	-	9,108.18	9,108.18	-
Alcohol Education	-100.00%	(2,625.65)	-	-	2,625.65	2,625.65	2,625.65	-
Municipal Alliance	-100.00%	(10,482.00)	-	10,482.00	-	10,482.00	10,482.00	-
Municipal Alliance - Local Match	-100.00%	(2,620.50)	-	2,620.50	-	2,620.50	2,620.50	-
Safe & Secure	-46.00%	(27,600.00)	32,400.00	60,000.00	-	60,000.00	60,000.00	-
Safe & Secure - Local Match	-77.15%	(64,583.00)	19,132.00	83,715.00	-	83,715.00	83,715.00	-
Community Dev Block Grant	-100.00%	(59,707.91)	-	-	59,707.91	59,707.91	59,707.91	-
Cops In Shops	-100.00%	(3,520.00)	-	3,520.00	-	3,520.00	3,520.00	-
Distracted Driving Grant	-100.00%	(2,475.00)	-	2,475.00	-	2,475.00	2,475.00	-
Body Armor Grant	-18.22%	(412.20)	1,850.42	2,262.62	-	2,262.62	2,262.62	-
Drive Sober or Get Pulled Over	-100.00%	(6,000.00)	-	-	6,000.00	6,000.00	6,000.00	-
Click It or Ticket		-	-	-	-	-	-	-
FEMA FF Grant		-	-	-	-	-	-	-
LGEF Grant		-	-	-	-	-	-	-
American Water Grant		-	-	-	-	-	-	-
Body-Worn Camera Grant		-	-	-	-	-	-	-
JS DOJ Body Armor Grant		1,760.00	1,760.00	-	-	-	-	-
Sub-Total Grants	-32.94%	(181,350.58)	369,269.24	464,183.30	86,436.52	550,619.82	550,619.82	-
Total Operations Excluded From CAPS		(163,796.58)	2,131,890.24	2,209,250.30	86,436.52	2,295,686.82	2,278,799.82	16,887.00
Total S/W Excluded from CAPS		(39,595.00)	51,532.00	149,710.00	6,000.00	155,710.00	155,710.00	-
Total O/E Excluded from CAPS		(124,201.58)	2,080,358.24	2,059,540.30	80,436.52	2,139,976.82	2,220,413.34	-
Capital Improvement Fund	-42.86%	(150,000.00)	200,000.00	350,000.00	-	350,000.00	350,000.00	-
Firefighter Protection Equipment	0.00%	-	12,500.00	12,500.00	-	12,500.00	12,500.00	-
Fire Department Equipment	-100.00%	(15,000.00)	-	15,000.00	-	15,000.00	11,996.00	3,004.00
Recreation Improvements	-100.00%	(15,000.00)	-	15,000.00	-	15,000.00	15,000.00	-
Sewer Repairs	0.00%	-	15,000.00	15,000.00	-	15,000.00	14,527.00	473.00
Computer & Electronic Equipment		5,000.00	5,000.00	-	-	-	-	-
Meeting Room Audio & Visual Upgd		-	-	-	-	-	-	-
Sub-Total Capital Improvements		(175,000.00)	232,500.00	407,500.00	-	407,500.00	404,023.00	3,477.00
Bond Principal	0.85%	5,000.00	595,000.00	590,000.00	-	590,000.00	590,000.00	-
BAN Payment		-	-	-	-	-	-	-
Interest on Bonds	-7.48%	(16,500.00)	204,000.00	220,500.00	-	220,500.00	220,031.26	-
Interest on Notes		-	-	-	-	-	-	-
Sub-Total Debt Service	-1.42%	(11,500.00)	799,000.00	810,500.00	-	810,500.00	810,031.26	-
Emergency Authorizations		-	-	-	-	-	-	-
Deferred Charges - Grant Match		(6,891.39)	-	6,891.39	-	6,891.39	6,891.39	-
Deferred Chgs to Future Tax	#DIV/0!	-	-	-	-	-	-	-
Sub-Total Deferred Charges		(6,891.39)	-	6,891.39	-	6,891.39	6,891.39	-
General Appropriations	0.16%	18,983.90	12,195,122.24	12,089,701.82	86,436.52	12,176,138.34	11,502,063.88	673,605.72
Reserve for Uncollected Taxes	-11.51%	(139,829.30)	1,074,911.28	1,214,740.58	-	1,214,740.58	1,214,740.58	-
Total General Appropriations	-0.90%	(120,845.40)	13,270,033.52	13,304,442.40	86,436.52	13,390,878.92	12,716,804.46	673,605.72
Revenues		(120,845.40)	13,270,033.52	13,304,442.40	-	13,390,878.92	13,030,878.13	-
				Def Chgs	-	-	-	-

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 68-2021**

**A RESOLUTION ESTABLISHING SALARIES FOR NON-UNION  
EMPLOYEES OF THE CITY OF NORTHFIELD FOR 2021**

**BE IT RESOLVED** by the Governing Body of the City of Northfield, that the following non-union positions be compensated at an annual salary as stated below:

<b><u>Position</u></b>	<b><u>2021</u></b>
Business Administrator	10,000.00
Building Inspector	15,465.00
Chief Financial Officer	22,824.00
Chief of Police	133,338.00
Construction Official	10,310.00
Council	8,633.00
Council President	9,392.00
Deputy Municipal Clerk	41,896.00
Deputy OEM Coordinator	-
Electrical Sub-Code Inspector	42.13/hr
Emergency Management Coordinator	5,000.00
Finance & Facilities Supervisor	53,500.00
Fire Assistant Chief - Volunteer	1,618.00
Fire Captain - Volunteer	1,251.00
Fire Chief - Volunteer	3,118.00
Fire Deputy Chief - Volunteer	2,094.00
Fire Lieutenant - Volunteer	530.00
Fire Safety Officer - Volunteer	520.00
Fire Sub-Code Inspector	28.27/hr
Housing/Zoning Officer	47,527.00
Mayor	10,524.00
Municipal Clerk	80,284.00
Payroll Specialist	23.39/hr
Planning Board Secretary	8,000.00
Sewer Operator Stipend	3,472.00
Special Police – Class II	17.00
Superintendent of Public Works	98,664.00
Use of Facilities/Event Coordinator	6,000.00

I, Mary Canesi, Municipal Clerk, do hereby certify that the foregoing Resolution was adopted at a Regular meeting of the Common Council of the City of Northfield, held this 16<sup>th</sup> day of March, 2021.

Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 69-2021**

**ACKNOWLEDGING RETIREMENT OF MICHAEL DATTALO  
ZONING/HOUSING AND CODE ENFORCEMENT OFFICER**

**WHEREAS**, Michael Dattalo has been employed by the City of Northfield since August 26, 2002; and

**WHEREAS**, Michael Dattalo has submitted a letter of retirement with an effective date of August 1, 2021.

**NOW THEREFORE, BE IT RESOLVED**, that the Governing Body of the City of Northfield does hereby acknowledge the notice of retirement of Michael Dattalo from the positions of Zoning/Housing and Code Enforcement Officer effective August 1, 2021.

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 16<sup>th</sup> day of March, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 70-2021**

**AUTHORIZING RELEASE OF PERFORMANCE GUARANTEES AND  
INSPECTION ESCROWS, AND WAIVER OF MAINTENANCE  
GUARANTEE, FOR BLOCK 23, LOT 16**

**WHEREAS** the owner of Block 23, Lot 16, has requested that their Performance Bond and cash Performance Guarantee be released; and

**WHEREAS**, the Municipal Planning Board Engineer has inspected the improvements and has found that project is complete and was done in substantial compliance with the requirements of the approved site plan; and

**WHEREAS**, the Municipal Planning Board Engineer's recommendation is to release the Performance Guarantees, posted in the form of a Surety Bond in the amount of \$1,193.40, and \$132.60 in cash; and

**WHEREAS**, it is the recommendation of the Municipal Planning Board Engineer that the 2-year Maintenance Guarantee be waived; and

**WHEREAS**, the \$613.98 in remaining inspection escrow funds is no longer needed and may be refunded.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that Performance Guarantee, posted in the form of a Surety Bond in the amount of \$1,193.40 be released, and that the \$132.60 cash guarantee and \$613.98 remaining in the inspection escrow account be refunded to Wawa, Inc., 260 West Baltimore Pike, Wawa, PA, 19063.

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 16<sup>th</sup> day of March 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 71-2021**

**AUTHORIZING REFUND OF CONSTRUCTION PERMIT FEES**

**WHEREAS**, the Northfield Building Department did collect fees from and issue permit number 20200264 to Sunrun Installation Services, Inc. for the installation of a roof mount solar system at 421 Fairbanks Avenue; and

**WHEREAS**, the property owner has opted not to pursue the installation, and Sunrun Installation Services, Inc. has requested refunds of applicable fees collected by the City for the job that has been canceled; and

**WHEREAS**, the Building Department did collect fees in the amount of \$513.00 for the job that has been canceled; and

**WHEREAS**, the \$513.00 in fees collected shall be reduced by the nonrefundable \$23.00 Department of Community Affairs fee, and a review fee of \$98.00, for a total refund due of \$392.00.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Common Council of the City of Northfield authorizes the refund of \$392.00, to Sunrun Installation Services, Inc, 20 West Stow Road, Suite 2, Marlton, NJ 08053.

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 16<sup>th</sup> day of March, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 72-2021**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, Mr. Mike Camac has properly submitted an Application for Use of Facilities requesting use of the Babe Ruth Baseball Field on Saturdays and Sundays, May 1<sup>st</sup> through October 31<sup>st</sup>, from 6:00pm until 10:00pm; and

**WHEREAS**, Mr. Mike Camac has presented this request on behalf of South Jersey Surf 14U– Elite Championship Tournament Baseball; and

**WHEREAS**, said approval requires the for use of lights during some hours of play where it may be needed and fees shall be paid in accordance with Chapter 250 of the Municipal Code; and

**WHEREAS**, the Vice-President of the Northfield Babe Ruth League has advised that the field use request can be granted, with specific dates to be determined based upon the future needs of the Babe Ruth Baseball program.

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Mike Camac subject to the full execution of the Use of Facilities Agreement, and compliance with its terms and conditions, the terms and conditions of the current Use of Facilities Guidelines and the representations made in the subject Applications for Use of Facilities.

**BE IT FURTHER RESOLVED**, the approval herein is contingent upon the baseball facilities being open for use on the dates requested, specifically in addition to and not limited to dates on which the field may be unavailable due to scheduled field activities and or maintenance; and

**BE IT FURTHER RESOLVED**, the decision open or close the baseball facilities to the public for use shall be solely at the discretion of the City of Northfield; and

**BE IT FURTHER RESOLVED**, the approval granted pursuant to this Resolution may be rescinded at any time at the sole discretion of the City of Northfield.

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 16th day of March, 2021.

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Mary Canesi, RMC, Municipal Clerk

# CITY OF NORTHFIELD

## Application for Use of Facilities



Name and Address of Organization: South Jersey Surf

Tell Us Who You Are / Description and Purpose of Organization: Travel baseball team  
in the 14U division. The purpose of this organization  
is to promote the game of baseball and keep children active.

Is the Group a Not-For-Profit Organization? ☒ Yes ☐ No

Do Participants Pay a Fee for Your Sport / Event? ☒ Yes ☐ No

If Yes, How Much? \$ 200 per: ☐ Person ☐ Day ☒ Season ☐ (other)

Name of Applicant / Responsible Party: Michael Camac Title/Affiliation Coach

Home Address: 201 Infield Avenue Northfield, NJ 08225

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Name and Location of Facility(ies) Being Requested:

BIRCH GROVE BABE RUTH FIELD

For the Following Purpose: baseball games

on the Following Date(s): April 1<sup>st</sup> through October 31<sup>st</sup> as scheduled

Specify Hours of Use: From: 6pm To: 10pm Are Field Lights Requested\*? yes

\*If Yes, Provide Dates / Times for Requested Light Use: Last year we used the lights  
5 times as we try and schedule day games. IF we use lights it  
will be Saturday

\*LIGHT USE FEE APPLIES IN ACCORDANCE WITH CHAPTER 250-3 OF THE CITY OF NORTHFIELD MUNICIPAL CODE

# of Participants per Date: 12 # of Participants who are Northfield Residents: 6

Will Juveniles be Present? Yes ☒ No ☐ If Yes, What Ages? 14

*Applicant MUST submit names, addresses, & telephone # of all coaches / chaperones along with the application*

Have You Applied to Other Municipalities for Use of their Facilities for this Event? ☐ Yes ☒ No

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

*Applicant has received a copy of the City of Northfield Use of Facilities Guidelines and Use of Facilities Agreement and agrees to abide by and comply with the terms of that Agreement. Applicant further acknowledges that IF THE INTENDED USE IS FOR ANY ATHLETIC FIELD, s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.*

**NO ALCOHOLIC BEVERAGES PERMITTED**

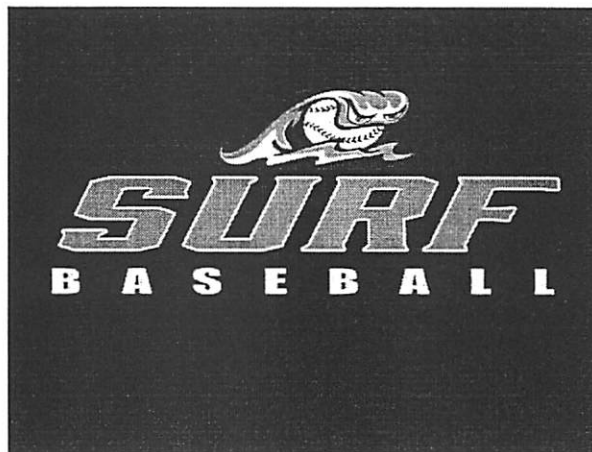
APPLICANT: Michael Camac

Signature

DATE: 3/8/2021

**Note:** The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

**FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION**



Coaches:

Mike Camac  
201 Infield Avenue  
Northfield, NJ 08225



Dean Harrison  
117 Country Club Drive  
Linwood, NJ 08221



Jamie Gillespie  
511 Glenn Avenue  
EHT, NJ 08234



Jay Salsbery  
119 Ruby Drive  
EHT, NJ 08234



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 73-2021**

**A RESOLUTION DECLARING A PORTION OF OAK AVENUE, AND  
THE WALKING PATH AT NORTHFIELD VETERANS PARK, TO BE  
DESIGNATED 'PURPLE HEART WAY'**

**WHEREAS**, the City of Northfield has a long-standing tradition of recognizing and honoring members of the Armed Services who have so valiantly served our Country and our community through events such as the annual Memorial Day Service and Veterans Day Service; and

**WHEREAS**, the Northfield Veterans Park and the War Memorial Monument are located at 1913 Oak Avenue; and

**WHEREAS**, among the members of our Armed Forces, one group has earned special recognition by being awarded the Purple Heart; and

**WHEREAS**, the award of the Purple Heart is often referred to as the oldest medal because General George Washington created it in 1782 to recognize meritorious service and bravery in combat although it fell into disuse until in 1932, to mark the bicentennial of Washington's birth, General Douglas MacArthur spearheaded an effort to revive the medal, which bears the profile of George Washington, to commemorate bravery, but also to recognize wounded soldiers; and

**WHEREAS**, during World War II, the medal was changed into a recognition of combat injuries and deaths; and

**WHEREAS**, over time, the military has further modified the award, adding different types of injuries and different types of combat including both soldiers wounded in acts of terrorism, soldiers injured in friendly fire, or as a result of military operations while serving outside the territory of the United States as part of a peacekeeping force, and including any civilian national of the United States who, while serving under competent authority in any capacity with one of the U.S. Armed Services after April 5, 1917, has been wounded or killed, or who has died after being wounded; and

**WHEREAS**, in keeping with our long-standing tradition of honoring past, present, and future members of our Armed Forces this governing body has determined to give special recognition to all recipients of the Purple Heart award, and especially those who are citizens of Northfield, New Jersey.

**NOW THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Northfield that:

1. Effective immediately the portion of Oak Avenue, between Mill Road and Zion Road, along with the walking path at Northfield Veterans Park shall hereafter be designated Purple Heart Way.
2. Appropriate signage bearing the name shall be installed at or near the terminal point and / or at such other location or locations as shall be determined by the Superintendent of Public Works in consultation with the Northfield Police Department Traffic Control Officer and the Chairperson of the Veterans Park.
3. An official dedication ceremony shall be held on a date to be determined.

It is further resolved that a certified copy of this Resolution be sent by the Municipal Clerk to the appropriate representative of the Harvey D. Johnson American Legion Post 295, the Sons of the American Legion and the Ladies Auxiliary of the American Legion. Additionally, it will be forwarded to Senator Chris Brown, and to the Secretary of the organization now known as the "Military Order of the Purple Heart" which was formed in 1932 for the protection and mutual interest of all who have been awarded that recognition and honor.

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 16<sup>th</sup> day of March, 2021.

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Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 74-2021**

**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 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 matters falling within the attorney client privilege requiring confidentiality; and

**WHEREAS**, the purpose of this meeting is to discuss the City's right, title and interest in ad to a portion of Block 38 Lot 1, whereon the City has historically operated and maintained municipal sanitary sewer infrastructure.

**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 16<sup>th</sup> day of March 2021.

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Mary Canesi, RMC, Municipal Clerk

# ENGINEER'S REPORT



# Schaeffer Nassar Scheidegg


## Consulting Engineers, LLC

David S. Scheidegg, PE, PP, CME, CPWM, CFM  
Andrew F. Schaeffer, PE, PP  
Rami N. Nassar, PE, PP, CME  
Howard A. Transue, PLS

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

### **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 March 16, 2021

**DATE:** March 12, 2021

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#### **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 an update from Mr. Bob McGuigan regarding this grant. **(3-12-2021) 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 infrastructure 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. **(3-12-2021) Nothing new to report.**

##### **NF13-00 Catherine Place and Flow Issues with ACUA**

I received the pipe inspection report from 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. **(3-12-2021) 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 March 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 27<sup>th</sup>. (5-8-2020) Contractor finished all the concrete work and paving is tentatively scheduled for the week of May 18<sup>th</sup>. (5-22-2020) The contractor is scheduled to complete the paving starting June 9<sup>th</sup>. (6-12-2020) The contractor started to mobilize paving equipment to start the paving portion of this project on Monday the 15<sup>th</sup> and with anticipated date for completion on the 20<sup>th</sup>. (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 15<sup>th</sup>. (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. (2-12-2021) Scheduled the final inspection with the NJDOT Representative for February 20<sup>th</sup>. (2-24-2021) I met Mr. Yatin Amin from the NJDOT on site to perform the final inspection for the project, no issues were raised, I am working with the Contractor on the final change order so we can proceed with closing out the project. **(3-12-2021) we received the core samples report from the testing company all samples were in accordance with the approved plans, we are reviewing the final change order, and will forward our recommendation to Council for the next meeting.**

#### **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 4<sup>th</sup>. (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 10<sup>th</sup> with opening scheduled for July 7<sup>th</sup>. (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 1<sup>st</sup>. (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 4<sup>th</sup> and cell tower is being removed on the 15<sup>th</sup>. (1-28-2021) The contractor will start the foundations next week. (2-12-2021) Concrete work is on hold due to the weather. (2-26-2021) The Contractor will start the foundation works this coming up Monday. **(3-12-2021) The foundation and concrete slab are completed, the Paving Contractor will be on site on Wednesday the 17<sup>th</sup> to start milling the municipal parking lot and should have it paved by the next day, the contractor will move the library's parking lot next. The work on the handicap ramp and steps will start on the Monday the 22<sup>nd</sup>.**

#### **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. **(3-12-2021) Will be starting to video the sewer main on Monday the 22<sup>nd</sup>, I am meeting with Qwin to finalize the scope of this portion of the project.**

**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 24<sup>th</sup>. Grant Application was submitted November 24, 2020. **(3-12-2021) 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. (2-24-2021) I had a meeting with Tim Green from the NJAWC to discuss the main relocation along Birch Grove Park Road. **(3-12-2021) Received the street opening application for the main relocation along Birch Grove Park Road.**

**NF13-03      Street Opening:**

**(3-12-2021) 15 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 20<sup>th</sup> 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 10<sup>th</sup>. (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 11<sup>th</sup>, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) We sent the notice to proceed, the contractor is starting the drainage improvements on March 1, 2021. **(3-12-2021) The drainage pipe along Maple has been completed, and the Contractor will start the concrete work next week.**

**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 16<sup>th</sup>. (7-10-2020) Project has been advertised for August 4<sup>th</sup> 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 14<sup>th</sup>. (10-2-2020) Nothing new to report. (10-16-2020) Contractor is starting the concrete work on Monday the 19<sup>th</sup>. (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 24<sup>th</sup> 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 14<sup>th</sup> 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. **(3-12-2021) Paving Contractor will mobilize early next week after the library parking lot is completed, it will take approximately one week to complete the paving portion of this project, also the contractor will start the turf restoration behind the installed curb after the paving is completed.**

**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. **(2-12-2021) Nothing new to report.**