

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
JUNE 28, 2022**

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 8, 2022.

FLAG SALUTE

COUNCIL ROLL CALL: Bucci, Dewees, Leeds, Notaro, Smith, Utts, Polistina

MAYOR: Chau

APPROVAL OF MINUTES – May 24, 2022

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 140-2022** Resolution to Amend the Agreement between Surenian, Edwards, and Nolan, LLC, Special Counsel on Affordable Housing Matters, and the City of Northfield
- 141-2022** Award of Contract 2021 Local Road Program
- 142-2022** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project known as the 2021 Local Road Paving Project
- 143-2022** A Resolution for Approval to Submit a Grant Application and Execute a Grant Agreement with the New Jersey Department of Transportation for the Project Known as MA-2023 Reconstruction of Ridgewood Drive – 00512
- 144-2022** Accumulated Absence Payout
- 145-2022** Resolution of the Common Council of the City of Northfield, County of Atlantic, New Jersey, Authorizing Execution of First Amendment to Shared Services Agreement Between the Atlantic County Improvement Authority and the City of Northfield Regarding Property Registration
- 146-2022** Resolution Inserting an Item of Revenue in the 2022 Budget
- 147-2022** 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)(4), Regarding Contract Negotiations for Government Workers Union Local No. 410 for Supervisory Employees

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
JUNE 28, 2022**

ORDINANCES

- 7-2022** Bond Ordinance Appropriating One Million Three Hundred Thousand Dollars (\$1,300,000) and Authorizing the Issuance of One Million Two Hundred Thirty-Five Thousand Dollars (\$1,235,000) in Bonds or Notes of the City of Northfield for the Purchase of a New Fire Truck to be Undertaken by the City of Northfield, in the County of Atlantic, New Jersey
2nd Reading / 7pm Public Hearing / Final Consideration 06/28/2022
Published in the Press of AC 07/02/2022
- 8-2022** An Ordinance Amending Section 215-42 of the Code of the City of Northfield Governing Land Use And Development
2nd Reading / 7pm Public Hearing / Final Consideration 06/28/2022
Published in the Press of AC 07/02/2022

RESOLUTION

- 148-2022** A Resolution Approving the Terms of a Memorandum of Agreement between the City of Northfield and the Government Workers Union, Local 410 for Supervisory Employees, and Authorizing the Execution of a Final Collective Negotiations Agreement between the Parties Covering the Period January 1, 2021 through December 31, 2025

PAYMENT OF BILLS \$ 75.078.59

MEETING NOTICES

City Council	July 19, 2022	6pm Work Session Regular Session Immediately Following
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ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 140-2022**

**RESOLUTION TO AMEND THE AGREEMENT BETWEEN SURENIAN,
EDWARDS, AND NOLAN, LLC, SPECIAL COUNSEL ON
AFFORDABLE HOUSING MATTERS, AND THE CITY OF
NORTHFIELD**

WHEREAS, on March 8, 2022, the Common Council of the City of Northfield Council adopted Resolution 75-2022 awarding a professional services contract to Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, with respect to its affordable-housing obligations in any proceeding involving (a) the New Jersey Council on Affordable Housing (“COAH”), and/or (b) a New Jersey court of competent jurisdiction; and

WHEREAS, the Common Council desires to amend the contract from the amount not to exceed \$5,000.00 to an amount not to exceed \$10,000.00. This amount is based on a reasonable estimate of services required, and the City of Northfield is not obligated to spend the entire amount.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the Agreement between the City of Northfield Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, be increased from an amount not to exceed \$5,000.00 to \$10,000.00.

BE IT FURTHER RESOLVED, that certification of funds has been received from the Municipal Finance Officer and that funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against line 2-01-20-155-200.

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 28th day of June, 2022.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 141-2022**

AWARD OF CONTRACT FOR 2021 LOCAL ROAD PROGRAM

WHEREAS, bid specifications were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the project known as City of Northfield 2021 Local Road Program; and

WHEREAS, sealed bids were received and opened by the Municipal Clerk at 11:00am on Thursday, June 17, 2022, from the following:

Contractor	Bid Amount
Arawak Paving Company, Inc.	\$763,900.00
South State, Inc.	\$996,000.00
Paving Plus, LLC	\$856,850.00

WHEREAS, after review of the bids, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended to Council that the contract be awarded to Arawak Paving Company, Inc., 7503 Weymouth Road, Hammonton, New Jersey, for their bid in the amount of \$763,900.00.

THEREFORE BE IT RESOLVED that the Common Council of the City of Northfield accepts the bid in the amount of \$763,900.00 from Arawak Paving Company, Inc., 7503 Weymouth Road, Hammonton, New Jersey.

BE IT FURTHER RESOLVED, Certification of the Availability of funds has been received from the Chief Financial Officer and funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against lines C-04-55-19A-300, C-04-55-19A-301 and C-04-55-020-101.

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 28th day of June, 2022.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 142-2022**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES
FOR THE PROJECT KNOWN AS
THE 2021 LOCAL ROAD PAVING PROJECT**

WHEREAS, Schaeffer, Nassar, Scheidegg Consulting Engineers LLC have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield; and

WHEREAS, copies of said expenditure requests have been provided to the Common Council of the City of Northfield for their review; and

WHEREAS, Common Council has deemed it appropriate to authorize the expenditure of these monies as follows:

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services – Construction Inspection, Contract Administration for 2021 Local Road Program	
Total	\$68,000.00

WHEREAS, certification of funds has been received from the Municipal Finance Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that this Project is approved as submitted by Schaeffer, Nassar, Scheidegg Consulting Engineers.

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 28th day of June 2022.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 143-2022**

**A RESOLUTION FOR APPROVAL TO SUBMIT A GRANT
APPLICATION AND EXECUTE A GRANT AGREEMENT
WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR THE PROJECT KNOWN AS MA-2023
RECONSTRUCTION OF RIDGEWOOD DRIVE – 00512**

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as ‘MA-2023 Reconstruction of Ridgewood Drive – 00512’ to the New Jersey Department of Transportation on behalf of the City of Northfield.

BE IT FURTHER RESOLVED that the Mayor Erland Chau and Municipal Clerk Mary Canesi are hereby authorized to sign the grant agreement on behalf of the City of Northfield and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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 28th day of June, 2022.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 144-2022**

ACCUMULATED ABSENCE

WHEREAS, NJAC 5:30-15 establishes rules that govern how local government units manage and finance compensation for accumulated absence time for their respective employees, and

WHEREAS, accumulated absence includes any sick days, vacation days, personal days or other absence time authorized as part of an employer agreement, which is not used by the employee during the allowed period and which is permitted to accumulate over time to the benefit of the employee, and

WHEREAS, the Chief Financial Officer has certified that the funds and authority exists to pay the total accumulated absence, as per the attached schedule, to Richard Kroger who retired from the service of the City effective June 30, 2022.

WHEREAS, the attached certification and documentation are presented to comply with the rules and regulations established by the Local Finance Board.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, that the total sum of \$9,223.20 composed of 29.5 Vacation Days and 8.97 Sick Days be paid out to Richard Kroger for his unused, accumulated absence time.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a regular meeting of the Common Council of Northfield, held this 28th Day of June 2022.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

CERTIFICATION OF ACCUMULATED ABSENCES
Assistant Supervisor Richard Kroger
Retirement Date: June 30, 2022
Amount of Payout for Unused Vacation Leave \$9,223.20

I, Dawn M. Stollenwerk, Chief Financial Officer of the City of Northfield, hereby certify according to NJSA 5:30-15.4 that sufficient documentation has been provided to support the accumulated absence payout to Richard Kroger. Such sufficient authorization is provided in the agreement between the City of Northfield and the Government Worker's Union, Local 420 for Blue Collar Employees for the period January 2, 2021 through December 31, 2024 and the City's personnel policy adopted by Ordinance on March 8, 2005, last amended October 26, 2021. Attached herewith is the copy of the accumulation for the year 2022, reflecting the balances accumulated in prior years and a copy of the calculations and amounts used.

I further certify that funds are available in the 2022 Municipal Budget and in the Accumulated Absence Trust to satisfy this commitment, and are being encumbered against the line item 2-01-26-295-100. This commitment, combined with any other previous commitments does not exceed the appropriation balances available in this line item.

Signed,

Dawn M. Stollenwerk
Chief Financial Officer
Date: June 28, 2022

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 145-2022**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY,
AUTHORIZING EXECUTION OF FIRST AMENDMENT TO SHARED
SERVICES AGREEMENT BETWEEN THE ATLANTIC COUNTY
IMPROVEMENT AUTHORITY AND THE CITY OF NORTHFIELD
REGARDING PROPERTY REGISTRATION**

WHEREAS, it is recommended by the Atlantic County Improvement Authority that the City of Northfield execute the FIRST AMENDMENT TO SHARED SERVICES AGREEMENT BETWEEN THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY AND THE CITY OF NORTHFIELD REGARDING PROPERTY REGISTRATION attached hereto as Exhibit "A" for the elimination of, and prevention of, community decay or spread of blighted, deteriorated or deteriorating properties in the City of Northfield; and

WHEREAS, the City of Northfield is now desirous of executing the attached FIRST AMENDMENT TO SHARED SERVICES AGREEMENT BETWEEN THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY AND THE CITY OF NORTHFIELD REGARDING PROPERTY REGISTRATION as recommended;

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, that the Mayor is hereby authorized and directed to execute the FIRST AMENDMENT TO SHARED SERVICES AGREEMENT BETWEEN THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY AND THE CITY OF NORTHFIELD REGARDING PROPERTY REGISTRATION attached as Exhibit "A" on behalf of the City of Northfield.

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 Northfield, held this 28th day of June, 2022.

Mary Canesi, RMC, Municipal Clerk

CITY OF NORTHFIELD, RESOLUTION NO. 145-2022, EXHIBIT A

FIRST AMENDMENT TO SHARED SERVICES AGREEMENT BETWEEN THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY AND THE CITY OF NORTHFIELD REGARDING PROPERTY REGISTRATION

THIS FIRST AMENDMENT TO THE SHARED SERVICES AGREEMENT (“First Amendment”) is executed this ____ day of _____, 2022, between the ATLANTIC COUNTY IMPROVEMENT AUTHORITY, a political subdivision of the State of New Jersey and an instrumentality of the County of Atlantic pursuant to N.J.S.A. 40:37A-44 et seq. (“ACIA” or “Authority”) with offices at 1333 Atlantic Avenue, Atlantic City, New Jersey 08401 and the CITY OF NORTHFIELD, a municipal corporation of the State of New Jersey, with offices at 1600 Shore Road, Northfield, NJ 08225 (“Municipality”). The Authority and Municipality are sometimes collectively referred to throughout this First Amendment as the “Parties” and each may be separately referred to as “Party.”

RECITALS

WHEREAS, pursuant to N.J.S.A. 40:37A-54, the Authority is empowered to undertake the necessary programs and projects for the elimination of, and the prevention of, community decay or spread of blighted, deteriorated or deteriorating properties and areas; and

WHEREAS, the mortgage foreclosure crisis has had serious negative implications for Atlantic County and its communities trying to manage the consequences of property vacancies and abandoned real properties; and

WHEREAS, the County and Municipalities have a vested interest in protecting neighborhoods against decay caused by vacant and abandoned properties and have concluded that the creation of a registration and certification system that would include required specific information about the properties and desire to establish protocols and procedures for follow up, which would enhance the code enforcement efforts and assist in mitigating these issues; and

WHEREAS, the Board of Commissioners of the Authority has previously authorized the Executive Director to enter into, on behalf of the Authority, Shared Services Agreements with Participating Municipalities in Atlantic County regarding the services provided by Property Registration Champions, LLC d/b/a PROCHAMPS, or its predecessor entities; and

WHEREAS, the Board of Commissioners of the Authority previously authorized the Executive Director to execute a Shared Services Agreement (“Agreement”), between the Authority and the Municipality, which Agreement was executed on January 1, 2016, for the administration of the Foreclosure Registry System through December 31, 2025; and

WHEREAS, the program continues to provide the services that are required and is beneficial to the communities participating under a Shared Services Agreement with the Authority; and

WHEREAS, the New Jersey Legislature has enacted legislation to confirm the authority of governmental entities to participate in such County-wide property/foreclosure registration programs, said legislation being known as Chapter 444 of P.L. of 2021 and signed into law on January 18, 2022; and

WHEREAS, said legislation necessitates that there be certain changes in the manner by which such programs are conducted and administered and, therefore, there needs to be implemented certain amendments to the Shared Services Agreements in place with the Participating Municipalities and with the Professional Services Contract with Property Registration Champions, LLC d/b/a PROCHAMPS so as to conform therewith.

NOW, THEREFORE, in consideration of the mutual covenants, promises and conditions contained herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged by each of the Parties, the Parties hereby agree as follows:

1. Recitals.

The recitals of this First Amendment are incorporated into this Section 1 as though set forth verbatim.

2. Description of Project.

The second paragraph of Section A of the Shared Services Agreement shall be amended so as to substitute "Property Registration Champions, LLC" in the place and stead of "Community Champions Corporation".

3. Description of Services.

3.1 The first paragraph of Section B of the Agreement shall be amended to provide as follows:

Through this Shared Services Agreement the Municipality shall participate in the County-wide registration system, overseen by the Authority and administered by Property Registration Champions, LLC cataloging each Abandoned Property within the Municipality. The Authority will provide follow up on unresolved issues and serve as the liaison to the municipalities to ensure that they are utilizing the program to its fullest extent. Property Registration Champions, LLC shall provide all the required services necessary to develop and implement the real property registry and fee collection program in accordance with the requirements of each Municipality's Ordinance and shall include, but not be limited to, the following:

3.2 Section B, subsection 2, or the Agreement shall be amended to provide as follows:

Notify mortgagee of its requirements to register vacant/abandoned properties, within ten (10) days of the date that the mortgagee has had a lis pendens filed against it by the mortgagee holding a mortgage on the property, is subject to an ongoing foreclosure action

by the mortgagee, has been transferred to the mortgagee under a deed in lieu of foreclosure or ownership by Sheriff's Sale.

3.3 Section B, subsection 8, shall be amended to refer to "foreclosure/vacant/abandoned properties".

4. Fees.

Section C of the Agreement shall be amended by deleting the former Section C and inserting the following:

Property Registration Champions, LLC shall be the collector of the registration fee established by the municipality. The collected fees shall then be remitted to the Authority and shall be apportioned and distributed by the Authority as follows:

1. Property Registration Champions, LLC shall receive a flat fee of \$100.00 per registration for the Authority as invoiced by Property Registration Champions;
2. The second \$100.00 shall be disbursed by the Authority to the Municipality;
3. After Vendor receives \$100.00 and Municipality receives \$100.00, the Authority shall retain the portion of fee in excess of \$200.00 up to a \$100.00 maximum;
4. Any registration fee amount in excess of \$300.00 shall be submitted to the Municipality.
5. Should there be a late fee associated with the Municipality's ordinance, the late fee will be collected by Property Registration Champions, remitted to the Authority who will distribute 20% to Property Registration Champions and 80% to the municipality.

Neither Property Registration Champions, LLC nor the Authority shall be entitled to any fines levied by the Municipality for code violations or violations of the registration requirement.

4. Duration of Agreement.

The second paragraph of Section D of the Agreement shall be amended so as to substitute "Property Registration Champions, LLC" in the place and stead of "Community Champions Corporation".

5. Termination of Agreement.

Subsection 3 of Section E of the Agreement shall be amended so as to substitute "Property Registration Champions, LLC" in the place and stead of "Community Champions Corporation".

6. No Other Changes.

6.1 All other terms and conditions of the aforesaid Management Agreement shall remain unchanged and in full force and effect.

7. Signature in Counterparts.

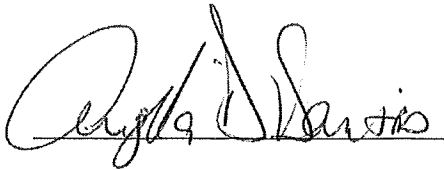
7.1 The Parties may execute this First Amendment in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one First Amendment. The signatures of all of the Parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or e-mail PDF is as effective as executing and delivering this First Amendment in the presence of the other Parties to this First Amendment.

8. First Amendment Controlling.

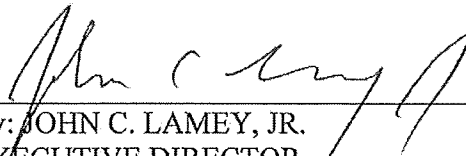
8.1 In the event of any conflict, inconsistency or incongruity between the terms and conditions of the aforesaid Management Agreement and the terms, conditions and provisions of this First Amendment, the terms, provisions and conditions of this First Amendment shall, in all respects, govern and control. The terms, conditions and provisions of the aforesaid Management Agreement shall otherwise remain in full force and effect.

IN WITNESS WHEREOF the Parties have set their hands and seals and caused these presents to be duly signed the date and year set forth below.

WITNESS:



**ATLANTIC COUNTY IMPROVEMENT
AUTHORITY**


By: JOHN C. LAMEY, JR.
EXECUTIVE DIRECTOR
Dated: 5/27, 2022

WITNESS:

CITY OF NORTHFILD

By: ERLAND CHAU
Mayor
Dated: _____, 2022

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 146-2022**

RESOLUTION INSERTING AN ITEM OF REVENUE IN THE 2022 BUDGET

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount,

WHEREAS, the City of Northfield has been awarded a \$2,800 Grant from the State of New Jersey, Department of Law & Public Safety, Click It or Ticket Grant and wishes to amend its 2022 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2022:

Miscellaneous Revenue
Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:

State of New Jersey, Department of Law and Public Safety
Click It or Ticket Grant

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$2,800.00 is hereby appropriated under the caption of:

General Appropriations
(a) Operations Excluded from 5% Caps Public and Private Program Off-Set by Revenues:

State of New Jersey, Department of Law and Public Safety
Click It or Ticket Grant

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 14th day of June 2022.

Mayor, Erland Chau

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 147-2022**

**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(4), REGARDING CONTRACT NEGOTIATIONS FOR
GOVERNMENT WORKERS UNION LOCAL NO. 410 FOR
SUPERVISORY EMPLOYEES**

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 items authorized by NJSA 10:4-12b(4), specifically, the contract negotiations for the Government Workers Union that represents certain City of Northfield Employees, namely Local No. 410 for Supervisory Employees.

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 28th day of June 2022.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 148-2022**

A RESOLUTION APPROVING THE TERMS OF A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF NORTHFIELD AND THE GOVERNMENT WORKERS UNION, LOCAL 410 FOR SUPERVISORY EMPLOYEES, AND AUTHORIZING THE EXECUTION OF A FINAL COLLECTIVE NEGOTIATIONS AGREEMENT BETWEEN THE PARTIES COVERING THE PERIOD JANUARY 1, 2021 THROUGH DECEMBER 31, 2025

WHEREAS, the City of Northfield and the Government Workers Union, Local 410 for Supervisory Employees, are parties to a collective negotiations agreement which expired on December 31, 2020; and

WHEREAS, the parties met to negotiate the terms of a successor agreement; and

WHEREAS, the parties memorialized the terms of a successor agreement in a Memorandum of Agreement, a copy of which is on file with the Municipal Clerk and attached hereto; and

WHEREAS, the Government Workers Union Local 410 for Supervisory Employees has voted to ratify the Memorandum of Agreement; and

WHEREAS, the City of Northfield wishes approve the terms of the Memorandum of Agreement and provide for its terms to be included in a successor collective negotiations agreement.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The statements of the preamble are hereby restated as if set forth herein.
2. The Memorandum of Agreement between the City of Northfield and Government Workers Union, Local 410 for Supervisory Employees, covering the period January 1, 2021 through December 31, 2025, a copy of which is attached hereto and on file with the City Clerk, is hereby approved.
3. The terms of the Memorandum of Agreement shall be incorporated into a final collective negotiations' agreement, subject to editing as approved by labor counsel.
4. The Mayor is hereby authorized to execute a final collective negotiations agreement between the parties.
5. All City employees and officials are hereby authorized to carry out any duties so as to comply with the terms of the new agreement.


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 28th day of June 2022.

Mary Canesi, RMC, Municipal Clerk

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 June 28, 2022

DATE: June 24, 2022

PROJECTS:

NF13-37 Municipal Building Parking Lot Paving and ADA Upgrade

(5-6-2022) PROJECT IS COMPLETED

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 22nd, I am meeting with Qwin to finalize the scope of this portion of the project. (4-1-2021) The contractor had to reschedule the work to mid-April. (4-15-2021) Did not get the new schedule from the Contractor yet. (4-30-2021) The contractor started to video the sewer main, we encountered few issues which needs to be addressed in the asset management plan. (5-14-21) waiting on the contractor to send the pipe videos for me to review. (6-11-2021) reviewed the tapes, there are additional few minor issues, and the recommendations will be incorporated into the final document. **(6-24-2022) Working on the 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. (7-101-2020) 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

Phone: 609-625-7400 Web: snsce.com

1425 Cantillon Boulevard Mays Landing New Jersey, 08330

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. (4-15-2021) New grant opportunity for recreational facility from the NJDEP, to be discussed. (4-30-2021) We need to file the new CDBG Grant by May 14, 2021. (5-14-2021) CDBG application was submitted to the ACIA, and currently working on the recreational grant offered by NJDCA. (6-11-2021) the DCA grant application was submitted, the Urban Parks Grant application will not comply with most of the environmental restrictions and requirements. (7-9-2021) Submitted the 2021 Municipal Aid Grant Application for the reconstruction of Oak Avenue. (11-5-2021) We received the NJDOT Municipal Aid Grant for the reconstruction of Oak Avenue in the amount of \$285,000.00. (5-6-2022) The application for the CDBG grant from ACIA is completed will be submitted on Monday. (5-20-2022) The Municipal Aid grant application is open we need to finalize which road will be included in the application. (6-10-2022) Ridgewood Drive between Route 9 and Sutton is a possible road for the grant. **(6-24-2022) Grant application was submitted to the NJDOT.**

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. (4-1-2021) South State subcontractor will remove the trees on the 5th, so the NJAWC will be able to relocate the water main. (5-14-2021) waiting on the NJAWC schedule. (6-11-2021) the water main has been relocated. (7-9-2021) NJAWC finished the work along Birch Grove Park Road. (9-10-2021) Working with the NJAWC on the covered valves issue. (9-23-2021) NJAWC applied for 6 Street Opening Permits. (11-19-2021) The NJAWC planning to replace the entire water main (approximately 4,400') along Herbert Drive and Shepherd Circle West, also the NJAWC will be replacing the water main along Hemsley Road. (3-4-2022) The NJAWC will start the water main renewal along Herbert Drive, Shepherd Circle and Shepherd Circle West on March 7th, it will take approximately 5 weeks to finish the main installation and another 5 weeks to finish all connections. (4-8-2022) Contractor finish the main installation portion of this project, they will start on the water main replacement along Hemsley Place on Monday. (5-20-2022) The contractor will start the individual water connections at Herbert Drive this coming Monday. (6-10-2022) the contractor finished the individual connections along Hemsley and finished more than 50% of the connections for Herbert and Shepherd portion of the project. **(6-24-2022) All work has been completed; paving will start after 60 days.**

NF13-03 Street Opening:

(6-24-2022) 2 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. (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. (4-1-2021) The concrete work will start on the 5th. (4-15-2021) Contractor is not finished with the concrete work. (4-30-2021) All concrete has been completed, working with the Contractor on the paving schedule. (5-14-2021) Nothing new to report. (6-11-2021) the contractor started the paving portion of this project on 6/9/2021. (8-6-2021) The contractor will finish the paving and start on the punch list items the week of August 9th. (8-26-2021) The Contractor started the work on the punch list items, we sent him an email indicating the time for project completion is no later than September 15, if not finished by then, the Municipality could assess

liquidated damages. (9-10-2021) the contractor finished 80% of the punch list items. (10-22-2021) Working on the payment request and the final change order. (11-19-2021) Working on the final change order, also we ordered the core sample testing to determine actual asphalt thickness and composition. **(6-24-2022) Working on the final change order, so we can close out this project.**

NF13-45 Reconstruction of Fuae Avenue (Municipal Aid FY 2020)

(5-6-2022) PROJECT 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. (4-15-2021) Working on the design plan, should be completed by the end of April. (5-14-2021) The plan and specification will be at the Clerk's Office by the end of May for review and approval by Council. (6-11-2021) the plans and bid package is at the Municipal Clerk's office for the Council members to review. (7-9-2021) sent the package to the NJDOT for their concurrence. (8-26-2021) we received the NJDOT comments on the plans and bid package, we addressed all the issues and sent back the revised package for the NJDOT concurrence, so we can advertise the bid. (9-10-2021) the project has been advertised for bidding. (9-23-2021) No Update. (10-8-2021) We had bid opening on the 5th and I have submitted the recommendation for award for the Council members review and approval. (10-22-2021) We received the Award Concurrence from the NJDOT, so we can move forward with Pre-construction meeting and schedule the work with the contractor. (11-5-2021) The pre-construction meeting is scheduled for November 9th. (11-19-2021) The Contractor will work with Public Works to determine if the existing drainage system needs any additional upgrade. (3-4-2022) Starting dated was pushed toward the end of April, due to the water main connection for the new school at the corner of Route 9 and Ridgewood Drive. (3-18-2022) We sent the notice to proceed to the contractor for April 1, 2022. (4-8-2022) The Contractor will start the concrete portion of this project on Monday the 11th. (4-22-2022) Concrete work has been completed; we have an issue with a shallow stormwater pipe crossing along Merritt Dr. we are in the process of replacing this pipe, also we have removed three existing trees, one tree for sight distance and two trees for motorist safety. (5-6-2022) Drainage pipe replacement has been completed; we have 30-day settlement period before paving can start. (5-20-2022) The contractor is scheduling the paving portion for Mid-June. (6-10-2022) The paving portion of the project has been completed. **(6-24-2022) Line striping has been finished; the project is substantially completed.**

NF13-49 Slip Line Portion of the Existing Sanitary Sewer Mains

(8-6-2021) On June 15, 2021, The City awarded the slip lining contract to En-Tech Corop of NJ, for the sum of \$221,277.63. We had the pre-construction meeting on July 29, 2021. During the meeting the contractor requested that an employee from public works be present when they are slip lining the sewer main, to monitor the sewer flows and to address any issue that might come up, the work is scheduled to start the first week of September. (8-26-2021) No update. (9-10-2021) Contractor will start the pipe cleanup next week he had an issue with the NJAWC allocating a fire hydrant for their use. (9-10-2021) the Contractor is scheduled to start on the 14th. (9-23-2021) Contractor started the pipe cleaning on September 20, 2021. (10-8-2021) The contractor finished cleaning the lines and will start the slip lining on the 11th, project should be completed by October 22nd. (10-22-2021) The project was completed we have an issue with a section of the liner near Roosevelts and Route 9, the Contractor will repair on Monday, total sewer main lined is 4,480'. (11-5-2021) The project has been completed, I still need to review all the videos for the completed work, meanwhile there is a small issue with the main along Roosevelt Avenue near Tilton Road, the Contractor will fix. (12-10-2021) Received the payment request, and all the prep and post installation videos for our review. (1-14-2022) Spoke with the contractor regarding the issue with the slip line at the intersection of Tilton and Roosevelt waiting on his time frame to fix, so we can process the payment. (2-6-2022) Due to the weather the repair can't take place until the temperature is in the upper 40, at this time we recommended a partial payment to the Contractor. (4-8-2022) We prepared the final change order for approval by Council, mainly this change order reflects few discrepancies between the as-built plan and the actual conditions in the field. (4-22-2022) We received the final payment request from the Contractor on 4-20-22, it will be on the next Council meeting agenda for payment. (5-6-2022) Final payment has been submitted, Contractor provided the required maintenance bond. **(6-24-2022) Project is completed, only one punch list item remains to be completed.**

NF13-52

2021 Local Road Paving Program

(3-18-2022) This project originally included full width repaving W Revere Ave (Rt 9 & Leeds Ave), Leeds Ave (W Revere & Oakcrest), W Oakcrest (Leeds & Rt 9), Northwood Court, Chestnut Ave (Rt 9 & Maple), Virginia Ave (Shore Rd & Broad St), Jenny Lynn Drive, Catherine Place, Cedarbridge (Oak Ave & Delmar Ct), Franklin Ave (Bike path & Broad St), Putting green (Shore Rd to Broad Street), Madison Ave, and half width repaving for Cedarbridge (Delmar & Zion) and Putting Green (Bike path & Broad St), Mazza Drive was added to the scope of this project. (4-8-2022) We are working on the engineering plans and the bid specifications. (4-22-2022) We completed the field work for Casey Drive, which was added the last Council meeting and should have the plans and specification ready early next month. (5-6-2022) Plans and bid specifications are completed and at the Clerk's office for review. We need Council's approval to go out to bid the project. (6-10-2022) We have bid opening scheduled for June 17, 2022. **(6-24-2022) I submitted the recommendation of award for the Council review and approval.**