

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
SEPTEMBER 12, 2023**

At 6:54pm this meeting was called to order by Municipal Clerk Mary Canesi, who welcomed the audience. This meeting was properly advertised in the Press of Atlantic City on January 7, 2023, and in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

The flag salute was led by Mayor Chau.

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

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

READING AND APPROVAL OF THE MINUTES

On a motion by Councilwoman Carfagno with a second by Councilman Leeds, all members present were in favor of approving the minutes of August 15, 2023, and September 5, 2023, without formal reading.

MAYOR'S REPORT

Mayor Chau reported that at a recent Northfield Community School Board of Education Meeting, it was announced that Linda Albright, their School Business Administrator would be retiring. He congratulated her and wished her well. He urged Council to support the three resolutions to promote in the Police Department that were on the agenda this evening. He read the Chief's report for June.

Mayor Chau added that if there were any events that should be on the City calendar, please contact Deputy Clerk Campbell or Clerk Canesi to add them. Mayor Chau announced he was appointing Councilmen Polistina, Leeds and Dewees for the police negotiations committee, he had sent dates to our labor attorney and would advise of her availability. The recycling toter contest winner for September was Michelle Tomlinson.

CITY ENGINEER'S REPORT

Engineer Nassar reviewed the Engineers Report as previously distributed to Council. He was coordinating sewer work with Lafayette for Oak Avenue; then we would have wait 45 days to pave. He was working on a payment in lieu of paving agreement for Oak Avenue, he would advise. There was a change order on the agenda tonight for the 2021 Local Road program, it reduced the cost of the contract by approximately \$56.00.

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Council President Polistina asked what was the timeframe for Oak?

Engineer Nassar replied it should be the end of October or beginning of November.

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

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

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

RESOLUTIONS

Council President Polistina read the following statement: “All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed by Council, will be enacted by one motion. Any item may be removed from the Consent Agenda at the request of any Council Member and if so removed, will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.

The Executive Session of Council will be held at the end of the meeting, and we will come back in public session to make a comment for the record after the executive session has concluded. Any vote made on subjects discussed will be made in public.”

On motion of Councilman Leeds, seconded by Councilman Smith, all members present were in favor of voting on 163-2023 through 176-2023 by Consent Agenda.

- 163-2023** A Resolution Requesting Permission for a Dedication by Rider for Uniform Fire Safety Act Penalty Monies, Required by N.J.S.A. 52:27d-192, et seq.
- 164-2023** Automatic Notification to the Office of Emergency Management
- 165-2023** Work Change Order No. 1 – Final 2021 Local Road Program
- 166-2023** Authorizing Refund of Construction Permit Fees
- 167-2023** Approval of Specifications and Authorization to Proceed with Public Bidding for General Repairs and Construction of the City of Northfield Sanitary Sewer and Stormwater Facilities
- 168-2023** A Resolution Authorizing the Chief Financial Officer to Execute a Contract with CMC Energy Services
- 169-2023** Acknowledging the Notice of Resignation from Lydia Bickel, Adult School Crossing Guard
- 170-2023** Employment Status Change for Substitute School Crossing Guard

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- 171-2023** A Resolution to Authorize the Promotion of Geoffrey Bentz to the Position of Sergeant Within the Northfield Police Department
- 172-2023** A Resolution to Authorize the Promotion of William Vanpelt to the Position of Sergeant Within the Northfield Police Department
- 173-2023** A Resolution to Authorize the Promotion of Justin Heller to the Position of Sergeant Within the Northfield Police Department
- 174-2023** Approving a Sidebar Memorandum of Agreement between the City of Northfield and the Northfield Professional Firefighter’s Association, Local No. 2364 Regarding Juneteenth Holiday
- 175-2023** Authorizing Execution of Shared Services Agreement for the Participation in a County-Wide Registration Program for Abandoned Properties
- 176-2023** A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(b)(7) – Matters Covered Under the Attorney Client Privilege

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

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

Clerk Canesi explained the addition of Resolutions 177-2023 and 178-2023 to the agenda. There was an error in one of the resolutions adopted at the Special Meeting on September 5th. It was cleaner to rescind the incorrect resolution and adopt a new one. Solicitor Facenda would read the resolutions in full since they were not on the distributed agenda.

Solicitor Facenda read Resolutions 177-2023 and 178-2023 into the record:

**“CITY OF NORTHFIELD, NJ
RESOLUTION NO. 177-2023**

A RESOLUTION RESCINDING RESOLUTION NO. 162-2023

WHEREAS, Resolution of Council No. 162-2023, *Authorizing an Application to the USDA Water and Waste Disposal Predevelopment Planning Grant Program to Study Sections of the Sanitary Sewer System to Evaluate Needed Repair and Appointing Authorized Representatives for Matters Involving Documentation for the Same*, was adopted at a Special Meeting of the Governing Body on September 5, 2023; and

WHEREAS, Resolution No. 162-2023 needs to be modified, however in the interest of clarity, the Governing Body wishes to rescind Resolution No. 162-2023 in its

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entirety and replace it, upon consideration and adoption, with Resolution 178-2023 scheduled to be considered by Council on September 12, 2023.

BE IT RESOLVED, by the Common Council of the City of Northfield that Resolution of Council No. 162-2023, adopted at a Special Meeting of the Governing Body on September 5, 2023, be and is hereby rescinded.

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 12th day of September 2023.
Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
ATLANTIC COUNTY, NEW JERSEY
RESOLUTION NO. 178-2023**

**RESOLUTION AUTHORIZING AN APPLICATION TO THE USDA
WATER AND WASTE DISPOSAL PREDEVELOPMENT PLANNING
GRANT PROGRAM TO STUDY SECTIONS OF THE SANITARY
SEWER SYSTEM TO EVALUATE NEEDED REPAIR AND
APPOINTING AUTHORIZED REPRESENTATIVES FOR MATTERS
INVOLVING DOCUMENTATION FOR THE SAME**

WHEREAS, portions of the City of Northfield sanitary sewer system are in need of repair to better serve the residents and businesses of the City; and

WHEREAS, the Common Council of the City of Northfield desires to engage an Engineer to evaluate the sanitary sewer system and develop a plan to complete repairs where needed to better meet the needs of the City; and

WHEREAS, the Common Council of the City of Northfield desires to pursue funding from the United States Department of Agriculture (USDA), Water & Waste Disposal Predevelopment Planning Grants program to assist with the cost of developing this plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the City of Northfield will apply for a USDA Water & Waste Disposal Predevelopment Planning Grant in the amount of \$17,000 for the execution of this study and the resultant recommendations for repair; and

BE IT FURTHER RESOLVED, that the City Council commits to a local share in the amount of \$6,000 to match the requested funding should the USDA award this grant request; and

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BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other document in connection therewith:

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

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 12th day of September 2023.

Mary Canesi, RMC, Municipal Clerk”

Councilman Leeds motioned, Councilman Smith seconded, to adopt Resolution 177-2023.

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

Councilman Leeds motioned, Councilman Smith seconded, to adopt Resolution 178-2023.

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

ORDINANCE

Councilman Dewees motioned, Councilwoman Bucci seconded, to adopt Ordinance 12-2023.

12-2023 Ordinance Amending Ordinance 1-2023, Providing for and Establishing Salary Ranges of Officers and Employees of the City of Northfield, Atlantic County
*2nd Reading / Public Hearing / Final Consideration September 12, 2023
Published in the Press of Atlantic City on September 20, 2023*

The Municipal Clerk read the Ordinance by title, stated that this was the second reading and that there would be a public hearing, after which the matter would be considered for final adoption. Since introduction, the full Ordinance has been posted in the lobby of City Hall and on the City website, and copies have been available at no cost in the office of the Municipal Clerk to any member of the public who requested same. If approved, final publication, would be September 20, 2023

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

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

PAYMENT OF BILLS \$ 2,825,816.98

Councilman Notaro motioned, Councilwoman Carfagno seconded, for payment of bills.

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

MEETING NOTICES

Councilman Dewees read the meeting notices.

EXECUTIVE SESSION

176-2023 A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(b)(7) – Matters Covered Under the Attorney Client Privilege

The Municipal Clerk read the resolution by title. Clerk Canesi further stated that we are required to set forth as much information as possible as to the subject matter to be discussed as well as provide for the public the amount of time they can expect to elapse before the non-public portion of the minutes can be disclosed. She said she would defer to the Solicitor for further explanation.

Clerk Canesi announced that when the Executive Session of Council commenced, the audio and video portions of this meeting would be paused, for those participating via Zoom, and in-person members of the public would need to exit Council Chambers. At the conclusion of the Executive Session of Council, the Council would resume the public session, welcome the return of the in-person public, and the audio and video functions would be reactivated in Zoom. A public statement would be made for the record at that time.

Solicitor Facenda announced that the matter to be discussed was an update on COAH from Special Counsel for COAH regarding potential future affordable housing development and matters that fall under attorney client privilege. The minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. Council will remain in Council Chambers

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and return to the general public when the Executive Session is complete for a short statement. No action was anticipated to be taken.

At 7:15pm Council entered Executive Session, and remained in Council Chambers.

At 8:01pm the Executive Session of Council was adjourned, and the Regular Meeting resumed in Council Chambers.

Solicitor Facenda announced that the Executive Session had concluded. The matter discussed was an update from COAH Counsel regarding potential future affordable housing development and matters requiring attorney client privilege. The minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. No official action will be taken tonight.

At approximately 8:03pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk