

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES  
NOVEMBER 29, 2022**

At 6:26pm this meeting was called to order by Deputy Municipal Clerk Shannon Campbell, who greeted the audience. This meeting was properly advertised in the Press of Atlantic City in accordance with Public Law 75, Chapter 231, on January 8, 2022.

**FLAG SALUTE**

The flag salute was led by Mayor Chau.

**ROLL CALL**

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

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

**READING AND APPROVAL OF THE MINUTES**

On a motion of Councilman Notaro with a second of Councilman Smith, all members present, were in favor of approving the minutes of November 15, 2022, without formal reading.

**MAYOR'S REPORT**

Mayor Chau apologized for not being here last meeting, he was at a Mayor Association meeting. He clarified points made at the last meeting regarding a violation that a resident thought was a citation. Mayor Chau forwarded a message he received to the Police Department without reaching out to resident, the violation was reported by Councilman Leeds and forwarded to Chief Newman; he was advised not to get involved with code enforcement which is why he did not reach out the resident. He read the email from Councilman Leeds noting the violation occurred at night and weekends, Mayor Chau did not believe Councilman Leeds knew the resident. Mayor Chau added that he did not ask Chief Newman to issue a citation, he forwarded an email. He received several calls from the resident, to whom he explained what happened, per City Ordinance you can't park on lawns.

Mayor Chau complimented Councilwoman Bucci on the EDC, he was glad to see business owners interested in our City; it takes great effort to get the business community together. He referred to a letter from Northfield Community School regarding a strategic planning committee, he volunteered and would attend the December 13th meeting at the school. He reminded residents that this Friday was the annual Holiday Tree Lighting by the Volunteer Fire Department; Santa would be arriving on a fire truck. The annual Holiday Lighting Contest had been posted. He congratulated the MRHS Football Team and Coach Smith on a successful season. He

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offered congratulations to Deacon George on his retirement after 15 years of crossing guard, he would be missed as dedicated guard.

**CITY ENGINEER’S REPORT**

Engineer Nassar reviewed the Engineer’s report as previously distributed to Council. He received notification from the State that we would receive \$261,000.00 for the reconstruction of Ridgewood Drive Municipal Aid project. The bid opening for the slip lining project was this week, he would will present at the next meeting. Regarding Wilson Drive, he received a call from NJAW about a water main leak, they tried to repair but had to reopen the road. The road was recently paved, Engineer Nassar was negotiating repaving, unfortunately there would be seams.

Councilman Leeds asked if the water issue was fixed.

Engineer Nassar replied, yes.

**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 Councilwoman Bucci, seconded by Councilman Utts, all members present were in favor of voting on Resolutions 213-2022 through 219-2022 by Consent Agenda.

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- 213-2022** Acknowledging the Notice of Retirement from George Del Rossi, Adult School Crossing Guard
- 214-2022** Resolution Inserting an Item of Revenue in the 2022 Budget
- 215-2022** Approval of Specifications and Authorization to Proceed with Public Bidding for MA-2022 Reconstruction of Oak Avenue – 00621
- 216-2022** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project Known as Digitize and Update the Current Tax Maps
- 217-2022** Amending the Personnel Policies and Procedures Manual to Designate Juneteenth as a Paid Holiday in the City of Northfield
- 218-2022** A Resolution Approving a Memorandum of Agreement Between the City of Northfield and the Northfield Professional Firefighter’s Association, Local No. 2364
- 219-2022** 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 (7) and (8), Regarding Matters Relating to Attorney client Privilege and Personnel Matters

Councilwoman Buccì motioned, Councilman Utts seconded, to adopt the Consent Agenda.

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

Councilman Smith motioned, Councilwoman Buccì seconded, to adopt Ordinance 12-2022.

- 12-2022** An Ordinance Amending Bond Ordinance No. 4-2019, Adopted on March 5, 2019, by the City of Northfield, in the County of Atlantic, New Jersey, to Provide for the Payment of the Required Down Payment Not Previously Appropriated in the Original Bond Ordinance  
*2<sup>nd</sup> Reading / Public Hearing / Final Consideration*  
*Published in the Press of AC 12/03/2022*

The Deputy 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. The full Ordinance has been posted in the lobby of City Hall and on the City website, and copies are available at no cost in the office of the Municipal Clerk between the hours of 8:30am and 4:30pm, Monday through Friday to any member of the public who requested same. If approved, final publication will be December 3, 2022 along with the estoppel statement.

Council President Polistina opened the public hearing.

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

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

Councilman Utts motioned, Councilman Leeds seconded, to introduce Ordinance 13-2022.

**13-2022**        An Ordinance Amending and Supplementing Chapter 275 Rental Unit Registration, of the Code of the City of Northfield, to Impose Inspection Requirements for Lead Based Paints, and Repealing all Ordinances Heretofore Adopted, the Provisions of Which are Inconsistent Herewith

*Introduction / No Public Input / Published in the Press of AC 12/03/2022  
2nd Reading / Public Hearing / Final Consideration 12/13/2022*

The Deputy Municipal Clerk read the Ordinance by title, stating this is the first reading, there would be no public input, it will be published in the press of Atlantic city on December 3<sup>rd</sup>, there will be a second reading and public hearing on December 13<sup>th</sup>. The full Ordinance has been posted in the lobby of City Hall and on the City website, and copies are available at no cost in the office of the Municipal Clerk between the hours of 8:30am and 4:30pm, Monday through Friday to any member of the public who requests same.

Council President Polistina asked if there were any questions?

Council President Polistina noted this was in line with requirements for certification for lead paint.

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

**PAYMENT OF BILLS        \$ 939,289.32**

Councilman Smith motioned, Councilman Dewees seconded, for payment of bills.

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

Councilman Dewees read the meeting notices, noting the date of the reorganization meeting as January 3<sup>rd</sup> at 6pm.

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**EXECUTIVE SESSION**

**219-2022** 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 (7) and (8), Regarding Matters Relating to Attorney client Privilege and Personnel Matters

Deputy Clerk Campbell announced to the members of the public who were participating via Zoom that when the Executive Session commenced, she would be muting the audio, and the video would be temporarily paused. Those in attendance in-person would need to exit Council Chambers during the Executive Session. Council would resume the public session, including reactivating the audio and video, and welcoming the in-person public, as soon as the Executive Session concluded. A public statement would be made for the record at that time.

The Deputy Municipal Clerk read the resolution by title. Deputy Clerk Campbell 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 deferred to the Solicitor for further explanation.

Solicitor Facenda announced that the matter to be discussed was the status or change of part-time firefighter Christopher Trench to a full-time firefighter, the matter required confidential and privileged communications between Council and Labor Counsel. The minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. Some official action was anticipated after the Executive Session. Council will remain in Council Chambers and return to the general public when the Executive Session was concluded.

*At 6:50pm Council entered Executive Session, and remained in Council Chambers.*

*At 7:17pm 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 matters discussed were transition of change in employment for Christopher Trench from part-time to full-time. Minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. Council would now consider Resolution 220-2022.

Councilman Leeds motioned, Councilman Dewees seconded, for adoption of Resolution 220-2022.

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**220-2022**      Employment Status Change for Firefighter Christopher Trench

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

At approximately 7:20pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Shannon Campbell, RMC, Deputy Municipal Clerk