

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
NOVEMBER 19, 2013**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231

FLAG SALUTE

ROLL CALL: Carew, Dewees, Mahon, O'Neill, Perri, Polistina, Travagline

APPROVAL OF MINUTES – October 22, 2013

COMMITTEE REPORTS

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 185-2013** Authorizing Release of Performance Guarantee and Posting of a 2-Year Maintenance Guarantee for Football Field Restrooms and Sewer Upgrade at Birch Grove Park, City of Northfield
- 186-2013** Final Change Order No. 1 - Tricomm Service Corporation –Purchase and Installation of Telephone System
- 187-2013** Resolution of the City Council of the City of Northfield, County of Atlantic, New Jersey Authorizing a Governmental Energy Aggregation Program and Appointing Commercial Utility Consultants, Inc. as Energy Agent to Assist the City in the Implementation of the City's Energy Aggregation Program and Making Other Determinations in Connection Therewith
- 188-2013** Resolution of the City of Northfield Authorizing Entry into a Cooperative Pricing Agreement
- 189-2013** Community Development Block Grant Program
- 190-2013** To Authorize the Sale of Surplus Property No Longer Needed for Public Use on an Online Auction Website
- 191-2013** Request to County of Atlantic to Use County Roads for Municipal Holiday Tree Lighting
- 192-2013** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed – Reconstruction of Broad Street Phase II

PAYMENT OF BILLS \$ Pending

MEETING NOTICES

| | | |
|--------------|---------------------------|--|
| City Council | December 17 th | 6:00pm Work Session Regular Session Immediately Following |
|--------------|---------------------------|--|

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 185-2013**

**AUTHORIZING RELEASE OF PERFORMANCE GUARANTEE AND
POSTING OF A 2-YEAR MAINTENANCE GUARANTEE
FOR FOOTBALL FIELD RESTROOMS AND SEWER UPGRADE AT
BIRCH GROVE PARK, CITY OF NORTHFIELD**

WHEREAS, the City of Northfield did enter into a contract with Fred M. Schiavone Construction, Inc., for the project known as Football Field Restrooms and Sewer Upgrade at Birch Grove Park; and

WHEREAS, Fred M. Schiavone Inc. has requested that their Performance Guarantee be returned; and

WHEREAS, the City Engineer has inspected the improvements and has found that all work completed was done in substantial compliance with the requirements of the project; and

WHEREAS, the City Engineer's recommendation is to return the Performance Guarantee in the amount of \$61,573.00, and that a 2-year Maintenance Guarantee be posted with the City Clerk in the amount of \$61,573.00; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that the 2-year Maintenance Guarantee in the amount of \$61,573.00 has been posted with the Municipal Clerk, and that the Performance Guarantee in the amount of \$61,573.00 be returned to Fred M. Schiavone Construction, Inc., P.O. Box 416, Malaga, New Jersey 08328.

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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 186-2013**

**FINAL CHANGE ORDER NO. 1
TRICOMM SERVICES CORPORATION
PURCHASE AND INSTALLATION OF TELEPHONE SYSTEM**

WHEREAS, the City of Northfield did award a contract for the purchase and installation of a telephone system and did enter into a contract with Tricomm Services Corporation for the amount of \$29,562.84 and;

WHEREAS, during performance of the project, additional equipment was needed and some additional work was required to properly complete the project and connect the Public Works building telephones to the municipal system.

NOW, THEREFORE, BE IT RESOLVED that the contract for the purchase and installation of a telephone system with Tricomm Services Corporation be amended from \$29,562.84 to \$33,713.72 for a net increase of \$4,150.88.

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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 187-2013**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY AUTHORIZING
A GOVERNMENTAL ENERGY AGGREGATION PROGRAM AND
APPOINTING COMMERCIAL UTILITY CONSULTANTS, INC. AS
ENERGY AGENT TO ASSIST THE CITY IN THE IMPLEMENTATION OF
THE CITY'S ENERGY AGGREGATION PROGRAM AND MAKING
OTHER DETERMINATIONS IN CONNECTION THEREWITH**

WHEREAS, the State of New Jersey has been engaged in a process to establish a competitive market place through deregulation and restructuring the electric and natural gas utility markets; and

WHEREAS, the establishment of a governmental energy aggregation program ("GEA Program") to purchase electric generation service and natural gas pursuant to the Government Energy Act of 2003, *N.J.S.A. 48:3-93.1 et seq.* ("Act") and the New Jersey Board of Public Utilities' implementing rules at *N.J.A.C. 14:4-6.1 et seq.* ("Rules") is intended increase competition for the provision of electric power and natural gas to residential and non-residential electricity and gas ratepayers, thereby possibly increasing the likelihood of lower electric rates and natural gas rates for these users without causing an interruption in service; and

WHEREAS, under a GEA Program the residential and non-residential electricity and gas ratepayers may have the opportunity to receive a direct reduction in their electric bills and gas bills through the bulk purchase of energy from a third-party energy supplier; and

WHEREAS, the potential for a realization of energy costs savings is deemed to be in the interests of the health, safety and welfare of the residents of the City of Northfield; and

WHEREAS, pursuant to Ordinance 13-2013 adopted by the City of Northfield on October 22, 2013, the City of Northfield publicly declared its intent to commence a GEA Program within the City of Northfield and to become an aggregator of electric power and natural gas on behalf of its residential and non-residential electricity and gas ratepayers pursuant to the Act and the Rules; and

WHEREAS, pursuant to the "Local Unit Electronic Technology Pilot Program and Study Act" (P.L. 2001, c.30) ("E-Procurement Act"), administered by the New Jersey Department of Community Affairs ("DCA"), the State of New Jersey has established a pilot program for the electronic purchase of certain commodities and services; and

WHEREAS, the E-Procurement Act allows municipalities in the State of New Jersey to purchase commodities and services, including energy supply, through online bidding and reverse auction programs approved by the DCA without the requirement of the traditional public advertisement and bidding requirements contained in the New Jersey Local Public Contracts Law (*N.J.S.A. 40A:11-1 et seq.*); and

WHEREAS, pursuant to Ordinance 13-2013, the City of Northfield appointed Commercial Utility Consultants, Inc. ("CUC") to assist the City of Northfield with the selection of a third-party energy supplier in connection with its energy aggregation program through the use of CUC's Reverse Energy Auction Platform pursuant to the E-Procurement Act; and

WHEREAS, the City of Northfield believes that it will benefit from the assistance of CUC, which has been approved by the New Jersey Board of Public Utilities ("BPU") to serve as an Energy Agent as defined in the Rules, with the GEA Program; and

WHEREAS, CUC has agreed to serve as the Energy Agent for the City of Northfield's GEA Program at no cost whatsoever to the City of Northfield; and

WHEREAS, the City of Northfield hereby finds that it is in the best interests of residential and non-residential electricity and gas ratepayers of the City of Northfield to appoint CUC to serve as Energy Agent in connection with the GEA Program pursuant to the E-Procurement Act.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, as follows:

1. The City of Northfield hereby appoints CUC to serve as Energy Agent to assist the City of Northfield with the administration of its energy aggregation program, provided CUC's service as Energy Agent is completely and unconditionally at no cost to the City of Northfield and provided said service is in accordance with a written agreement to be executed between the City of Northfield and CUC.

2. The Mayor, Chief Financial Officer, Treasurer or other municipal officer is hereby authorized and directed to execute, on behalf of the City, any documents necessary, in a form acceptable to the City Council for the City of Northfield and its Solicitor, to carry out the purpose of this Resolution.

3. All resolutions, or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

4. This resolution shall take effect immediately upon adoption.

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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 188-2013**

**RESOLUTION OF THE CITY OF NORTHFIELD AUTHORIZING
ENTRY INTO A COOPERATIVE PRICING AGREEMENT**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the City of Margate, New Jersey, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, the governing body of the City of Northfield has duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

NOW, THEREFORE BE IT RESOLVED as follows:

- 1) **TITLE** - This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the City of Northfield.
- 2) **AUTHORITY** - Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Mayor is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency, in a form acceptable to the City Council for the City of Northfield and its Solicitor.
- 3) **CONTRACTING UNIT** - The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.
- 4) **EFFECTIVE DATE** - This resolution shall take effect immediately upon passage.

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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 189-2013**

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the City of Northfield has opted to participate in the Atlantic County Community Development Block Grant (CDBG) Program for FY 2013; and

WHEREAS, as a participant, the City of Northfield expects to be allocated \$18,204.00 for Fiscal Year(s) 2013 for the project known as ADA Improvements Birch Grove Park; and

WHEREAS, in order to be allocated CDBG funds, the City of Northfield must enter into an interlocal service agreement with the Atlantic County Improvement Authority, the administrator of the Atlantic County CDBG Entitlement Program,

NOW, THEREFORE, BE IT RESOLVED, that the Agreement by and between the Atlantic County Improvement Authority and City of Northfield which is attached hereto, is approved and the Chief Elected Official and the Municipal Clerk are authorized to sign said 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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 190-2013**

**TO AUTHORIZE THE SALE OF SURPLUS PROPERTY NO LONGER
NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the City of Northfield has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus property no longer needed for public use through the use of an online auction service.

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

1. The sale of surplus property shall be conducted through GovDeals, Inc. pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals, Inc. are available online at govdeals.com and also available from the City Clerk's Office.
2. The sale will be conducted online and the address of the auction site is govdeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2008-9.
4. A list of surplus property to be sold is found in schedule A, incorporated herein.
5. The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. The City of Northfield reserves the right to accept or reject any bid submitted

I, Mary Canesi, Municipal Clerk of the City of Northfield does hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of the City of Northfield, held this 19th day of November 2013.

Mary Canesi, RMC, Municipal Clerk

City of Northfield, NJ Resolution 190-2013

Schedule A

| Fixed Asset Tag | Quantity | Description | VIN or Serial # |
|------------------------|-----------------|---|---|
| | 1 | 2003 Ford Crown Victoria | 2FAFP71WX3X175109 |
| | 1 | 2004 Ford Crown Victoria | 2FAFP71W54X120794 |
| | 1 | 2006 Ford Crown Victoria | 2FAFP71WX6X118753 |
| | 1 | 2006 Ford Crown Victoria | 2FAFP71W16X118754 |
| | 1 | 1999 Ford Silver | 2FAFP71W6XX207916 |
| CONFISC | 1 | 2004 Cadillac Green | 1G6KD5283SU255829 |
| N/A | 1 | Motorola GM 300 | Quick Mount radio head and controls |
| | 1 | MA/Com 800 mghz mobile radio | Model: KRD103143/21R6A Ser: 413620 |
| | 1 | Ericsson 800 mghz mobile radio | Model: KRD103143/21R4A Ser: 388720 |
| | 1 | Ericsson 800 mghz mobile radio | Model: KRD103123/2R2A Ser: 208371 |
| | 1 | Ericsson 800 mghz mobile radio | Model: DRD103123/2R2B Ser: 209158 |
| | 1 | Ericsson 800 mghz mobile radio | Model: DRD130123/2R2B |
| | 3 | Ericsson 800 mghz Vehicle Charger | For LPE 200 Portable radios |
| | 1 | Whelen Light Stick Yellow Traffic Adviser | Model: 500 Series P/N: 01-0684000L |
| | 14 | Fire Boot Toe Protector | Total Fire Group Yellow |
| | 1 | Poliroid One Step Camera | SX 70 Land Camera with Magna Flash Adapt |
| | 2 | PASS device Grace Industries Super PASS | Yellow NFPA 1982 compliant |
| | 2 | Code 3 Wig Wag Lights Red Lens (Set) | front grill assembly |
| | 1 | HP Compaq Desk Top Computer | with key board and mouse |
| | 1 | Pitney/Bowes Mailing Machine | Postage printer Model: DEPO Serial: 0066464 |
| | 1 | HP Compaq Desk Top Computer | |
| 01168 | 1 | Dell 15" flat monitor 2003 | not a CRT |
| | 1 | Monroe 620 Calculator | 1974 vintage |
| | 1 | APC Battery Back Up system | Model ES 350 Black |
| | 4 | APC Battery Back Up system | Model CS 350 |
| | 1 | APC Battery Back Up system | Model SC 420 |
| | 1 | HP LaserJet Printer | Model P2015dn Ser: CNBJP18200 |
| 01269 | 1 | Dell Desk Top computer Model WHL | Windows XP |
| | 1 | Dell Monitor 15" CRT | Model: M782 |
| 01180 | 1 | Dell Desk Top computer Model DHM | Windows XP |
| 01314 | 1 | Dell desk top Small form factor | |
| | 1 | Iomega External CD ROM | Model: |
| 01175 | 1 | Dell 15" flat monitor 2003 | not a CRT |
| | 1 | Casio Calculator | Model: FR26504 |
| | 1 | HP LaserJet Printer 1320TN | |
| | 1 | HP OfficeJet 6110 All in One Printer | Printer/Scan/Fax |
| | 1 | HP OfficeJet 6310 All in One Printer | Printer/Scan/Fax |
| | 1 | Typewriter Swintec | Model: 8011 |
| | 1 | Typewriter Swintec | Model: 8000 |
| | 1 | Typewriter Swintec | Model: 1186CM |
| | 1 | Typewriter Swintec | Model: 1146C |
| | 1 | typewriter Bother ML300 Display | |
| | 1 | Typewriter Brother | Compactronic 45 |
| | 1 | Cell Phone Nextel/Sprint | Model: H90XAH9JR7AN |
| 01190 | 1 | Dell 15" CRT Monitor | |
| | 2 | Viewsonic 13" CRT monitor | |
| | 1 | HP ScanJet 4570c Flat bed scanner | |
| | 1 | Dell Desk top computer | Model: WHL |
| | 1 | GateWay 15" CRT Monitor >2002 | Model: EV700 |
| 9079 | 1 | GateWay Desk Top Computer | Model: MFATXSTLKTH |
| 01015 | 1 | AOPEN Dest Top Computer | |
| | 1 | Epson Printer | Epson Stylus C82 |

| Fixed Asset Tag | Quantity | Description | VIN or Serial # |
|------------------------|-----------------|---------------------------------|------------------------|
| | 1 | Okidata Printer | OkiJet 2010 |
| | 1 | AOPEN 15" CRT Monitor | |
| 0177 | 1 | Dell 15" CRT Monitor | |
| | 1 | Dell 13" CRT Monitor | |
| | 3 | Dell 15" CRT Monitor | |
| | 1 | Erricson Digital Cell Phone | Model: DH668 In box |
| | 1 | RCA television 13 " with remote | Model: X13162GS |
| | 1 | Motorola Modem 100 | Pager encoder |
| | 1 | A OPEN 17" CRT monitor | New in box |

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 191-2013**

**REQUEST TO THE COUNTY OF ATLANTIC TO USE COUNTY ROADS
FOR MUNICIPAL HOLIDAY TREE LIGHTING**

WHEREAS, the City has a desire to use a County Road for the annual municipal holiday tree lighting; and

WHEREAS, the City of Northfield has the following request to be made to the County:

Annual Holiday Tree Lighting – Friday, December 6, 2013

Close Shore Road from Zion Road to Tilton Road (6:30 p.m. to 9:00 p.m.)

NOW THEREFORE, BE IT RESOLVED, that the Insurance Certificate and Indemnification Agreement are attached as requested by the County.

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 City Council of Northfield, held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 192-2013**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH CERTAIN PROJECTS**

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 City Council for their review; and

WHEREAS, City 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 - bidding, construction inspection, material testing and contract administration for the Reconstruction of Broad Street Phase II. | \$ 20,432.00 |
| | |
| Total | \$ 20,432.00 |

WHEREAS, Certification of Availability of Funds has been received from the Chief Finance Officer.

NOW, 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 City Council of Northfield held this 19th day of November, 2013.

Mary Canesi, RMC, Municipal Clerk