

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
APRIL 9, 2024**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised in the Press of Atlantic City on Saturday, January 6, 2024, and in accordance with Public Law 1975, Chapter 231.

FLAG SALUTE

COUNCIL ROLL CALL:

Bucci, Carfagno, Dewees, Polistina, Notaro, Smith; Leeds

MAYOR: Chau

APPROVAL OF MINUTES March 26, 2024

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 81-2024** Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant to N.J.S.A. 21:3-3
- 82-2024** Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant to N.J.S.A. 21:3-3
- 83-2024** Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with Various Sanitary Sewer Main and Manhole Rehabilitations
- 84-2024** To Approve an Application for Use of Facilities - FAN
- 85-2024** To Approve an Application for Use of Facilities – FS Prime
- 86-2024** Resolution to Amend the Agreement Between Surenian, Edwards, and Nolan, LLC, Special Counsel on Affordable Housing Matters, and the City of Northfield
- 87-2024** Resolution Authorizing the Trade-in of a 1997 Chevy Tahoe Towards the Previously Authorized Purchase of a 2023 Chevy Tahoe
- 88-2024** A Resolution Establishing Salaries for Non-Union Employees of the City of Northfield for 2024

ORDINANCE

- 4-2024** An Ordinance Amending Section 215 of the Code of the City of Northfield Governing Land Use and Development
Introduction / No Public Input / Published in the Press of AC 4/13/24
2nd Reading / Public Hearing / Final Consideration 4/23/24

PAYMENT OF BILLS \$ 953,412.19

MEETING NOTICES

City Council April 23rd 6pm Work Session
Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 81-2024**

**RESOLUTION OF THE CITY OF NORTHFIELD, ATLANTIC COUNTY,
NEW JERSEY, AUTHORIZING FIREWORKS DISPLAY ON PRIVATE
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

WHEREAS, N.J.S.A. 21:3-1 et. seq. requires the Governing Body to authorize the display of fireworks on private property subject to the review and approval of the municipal Fire and Police Officials.

WHEREAS, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each reviewed the application and have confirmed that all requirements have been met.

WHEREAS, approval is contingent upon the following:

Serpico Pyrotechnics shall serve written notice announcing the fireworks display, including but not limited to the date, time and duration, to all property owners on Hemsley Place, Lido Drive, Bonnie Lee Drive, Country Club Drive, Circle Drive, English Lane, and St Andrews Drive; the owners of Block 124 Lot 18; Block 125, Lots 12, 13, 14, and 15; and Block 144, Lots 11, 12, 13, 14, and 15 on the City of Northfield tax maps. Said notice shall be delivered by certified mail, return receipt requested, or by personal hand delivery, a minimum of (5) five days prior to the event. Serpico Pyrotechnics shall file a copy of the notice served to above property owners with an affidavit of the required service with the City Clerk at least (3) three days prior to the event.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified herein, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on May 18, 2024. Said display will commence between 9:00pm and 9:50pm and be 8 to 9 minutes in duration.

BE IT FURTHER RESOLVED that upon request by Serpico Pyrotechnics, a list of the names and addresses for the property owners requiring notice shall be provided by 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 the Regular Meeting of the Common Council of the City of Northfield, held this 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 82-2024**

**RESOLUTION OF THE CITY OF NORTHFIELD, ATLANTIC COUNTY,
NEW JERSEY, AUTHORIZING FIREWORKS DISPLAY ON PRIVATE
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

WHEREAS, N.J.S.A. 21:3-1 et. seq. requires the Governing Body to authorize the display of fireworks on private property subject to the review and approval of the municipal Fire and Police Officials.

WHEREAS, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each reviewed the application and have confirmed that all requirements have been met.

WHEREAS, approval is contingent upon the following:

Serpico Pyrotechnics shall serve written notice announcing the fireworks display, including but not limited to the date, time and duration, to all property owners on Hemsley Place, Lido Drive, Bonnie Lee Drive, Country Club Drive, Circle Drive, English Lane, and St Andrews Drive; the owners of Block 124 Lot 18; Block 125, Lots 12, 13, 14, and 15; and Block 144, Lots 11, 12, 13, 14, and 15 on the City of Northfield tax maps. Said notice shall be delivered by certified mail, return receipt requested, or by personal hand delivery, a minimum of (5) five days prior to the event. Serpico Pyrotechnics shall file a copy of the notice served to above property owners with an affidavit of the required service with the City Clerk at least (3) three days prior to the event.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified herein, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on June 22, 2024. Said display will commence between 9:00pm and 9:50pm and be 8 to 9 minutes in duration.

BE IT FURTHER RESOLVED that upon request by Serpico Pyrotechnics, a list of the names and addresses for the property owners requiring notice shall be provided by 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 the Regular Meeting of the Common Council of the City of Northfield, held this 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 83-2024**

**AUTHORIZING DEBLASIO AND ASSOCIATES CONSULTING
ENGINEERS AND PLANNERS TO PROCEED WITH VARIOUS
SANITARY SEWER MAIN AND MANHOLE REHABILITATIONS**

WHEREAS, DeBlasio and Associates Consulting Engineers and Planners have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield for the following purpose:

1. Clean, televise and slip line three (3) existing sanitary sewer mains.
2. Rehabilitate the interior, as well as the bench and invert for two (2) existing 4' diameter manholes.
3. Rehabilitate the bench and invert of one (1) existing manhole.

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

WHEREAS, the 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 & Construction Phase – Design Plans and Specifications, Public Bidding Procurement, Contract Administration, Part Time Construction Observation	
Not to Exceed	\$26,000.00

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

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by DeBlasio and Associates Consulting Engineers and Planners.

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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 84-2024**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mrs. Colleen Kennedy has properly submitted an Application for Use of Facilities requesting use of the Football Field, Practice Field, and surrounding buildings (snack bar, restrooms, and tower), as follows:

June 1, 2024- December 1, 2024
Monday – Friday from 5pm until 9pm for practices
Saturdays and Sundays from 9am until 10pm for games

WHEREAS, Mrs. Colleen Kennedy has presented this request on behalf of Family Association of Northfield; and

WHEREAS, said approval requires the 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

THEREFORE, BE IT RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mrs. Colleen Kennedy, 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 that all football facilities are presently open to the public, however, the decision to open and or close the football 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.

Common Council of the City of Northfield 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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk



3/25/2024

CITY OF NORTHFIELD
Application for Use of Facilities
(Other than Use of Birch Grove Park Center)

Name and Address of Organization: Family Association of Northfield (FAN)
P.O. BOX 723 Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: FAN runs football, cheer, and basketball programs for the youth of Northfield (K-8). Our purpose is to provide a safe and positive environment to allow the children of Northfield to develop their athletic skills and personal growth.
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? \$ 100-130 per: Person Day Season _____ (other)

Name of Applicant / Responsible Party: Colleen Kennedy Title/Affiliation: Vice Pres.

Home Address: 101 Julie Dr. Northfield, NJ

Telephone: (A) _____ (C) _____ (W) _____

Name and Location of Facility(ies) Being Requested: Football field, football practice field, limited baseball outfield (cheer + warmup), snack bar, bathrooms, tower

For the Following Purpose: 2024 Northfield Cardinals Football + Cheer Season

on the Following Date(s): 6-1-24 thru 12-1-24 Practice + clinics + games M-F / S.S.

Specify Hours of Use: From: M-F 5pm / S.S. 9am To: M-F 9pm / S.S. 10pm Are Field Lights Requested*? Yes

* If Yes, Provide Dates / Times for Requested Light Use: M-F Dusk to PM, schedule pending but will have at least 1 Saturday Night game

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

of Participants per Date: 200 # of Participants who are Northfield Residents: 200

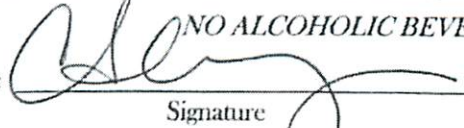
Will Juveniles be Present? Yes No If Yes, What Ages? 6-14

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, Use of Facilities Agreement and City of Northfield "Protection and Safe Treatment of Minors" Policy and agrees to abide by and comply with the terms of the Guidelines, Policy, and 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.

APPLICANT:  **NO ALCOHOLIC BEVERAGES PERMITTED** DATE: 3/25/24
Signature

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

CITY OF NORTHFIELD, NJ
RESOLUTION NO. 85-2024

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Sean Sutley has properly submitted an Application for Use of Facilities requesting use of the Babe Ruth Field for youth travel baseball as follows:

April 13, 2024 – July 27, 2024 (Saturdays only)
From 11am – 3pm

WHEREAS, Mr. Sean Sutley has presented this request on behalf of FS Prime 13U travel baseball; and

WHEREAS, said approval does not require the use of lights.

THEREFORE, BE IT RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Sean Sutley, 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 that all baseball and softball facilities are presently open to the public, however, the decision to open and 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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 86-2024**

**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 12, 2024, the Common Council of the City of Northfield Council adopted Resolution 61-2024 amending 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 an amount not to exceed \$35,000.00 to an amount not to exceed \$40,000.00. 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 \$35,000.00 to \$40,000.00.

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 4-01-20-155-200.

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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 87-2024**

**RESOLUTION AUTHORIZING THE TRADE-IN OF A 1997 CHEVY
TAHOE TOWARDS THE PREVIOUSLY AUTHORIZED PURCHASE OF
A 2023 CHEVY TAHOE**

WHEREAS, the City authorized the purchase of a 2023 Chevrolet Tahoe for the Fire Department from Gentilini Motors per Resolution 187-2023 on October 10th, 2023; and

WHEREAS the purchase of this new vehicle is to replace a 1997 Chevy Tahoe, bearing serial number 1GNEK13R8VJ369861, and the City will have no further use for the 1997 vehicle; and

WHEREAS the 1997 Chevy Tahoe would otherwise be included in the next publicly advertised City of Northfield auction of surplus goods; and

WHEREAS Gentili Motors has offered to accept the 1997 Chevy Tahoe as a trade-in at a value of \$2,007; and

WHEREAS the Chief Financial Officer believes this is an acceptable offer and the most cost-effective way to dispose of the vehicle.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the disposition of the 1997 Chevy Tahoe as described above be and is hereby authorized and the City of Northfield accepts the trade-in offer from Gentilini Motors.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized and directed to execute all necessary documents for the acceptance of the trade-in offer from Gentilini motors.

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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 88-2024**

**A RESOLUTION ESTABLISHING SALARIES FOR NON-UNION
EMPLOYEES OF THE CITY OF NORTHFIELD FOR 2024**

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:

<u>Position</u>	<u>2024</u>
Alliance Coordinator – Campbell, Shannon	1,248.00
Business Administrator – Canesi, Mary	16,224.00
Chief of Police – Mark VonColln	Pending Agreement
Council	8,633.00
Council President (Leeds/Waived Salary)	0.00
Mayor	10,524.00
Finance & Facilities Supervisor – Smith, Kathi	59,892.00
Payroll Specialist – Sanfosso, Sharon	26.00/hr
Fire Volunteers - Safety Officer – Wallace, Michael	1,300.00
Fire Volunteers - Assistant Chief, Shenkus, Eric	4,160.00
Fire Volunteers - Captain, Flaherty, Brian	2,340.00
Fire Volunteers - Deputy Chief, Goodman, Scott	4,680.00
Fire Volunteers - Fire Chief, Cummings, Bruce	7,800.00
Fire Volunteers - Lieutenants – Cummings, Jr., Kirby, Leeds	1,300.00
Housing Official – G. Marin-Jiminez	23.00/hr
Inspections - Building Inspector – Leary, Derek	10,400.00
Inspections - Construction Official – Leary, Derek	20,800.00
Inspections - Fire Sub-Code Inspector – McGrath, Edward	7,874.00
Inspections - Electrical Sub-Code – Muller, Kevin	16,000.00
Inspections – Code Enforcement Official – Prychka, Christopher	\$23.00
Deputy Municipal Clerk – Shannon, Campbell	49,754.00
Municipal Clerk – Canesi, Mary	89,874.00
OEM - Coordinator – Joo, Timothy	9,360.00
OEM - Deputy Coordinator – Leeds, Cole	1,082.00
PB/ZB Secretary – Atlas, Robin	8,923.00
Superintendent of Public Works – Vitale, Qwin	114,205.00
Use of Facilities/Event Coordinator – Campbell, Shannon	6,490.00
Zoning Official – Nassar, Rami	12,000.00

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 9th day of April 2024.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S REPORT

Engineer's Report

To: Mayor & Council
City of Northfield

From: Marc DeBlasio, P.E., P.P., C.M.E.
City Engineer

Cc: Mary Canesi, Clerk (via email)
Dawn Stollenwerk, CFO (via email)
Qwin Vitale, Superintendent of Public Works (via email)

Date: April 9, 2024

Grant Applications

1. FY2024 NJDCA Local Recreation Improvement Grant (LRIG)
 - The New Jersey Department of Community Affairs has announced that they are accepting LRIG applications and the submission deadline is February 27, 2024. The LRIG application was submitted on February 23, 2024.
2. USDA Water and Waste Disposal-Predevelopment Planning Grant (PPG)
 - The requested financial information from the City has been submitted to the USDA and is currently under review. Our office contacted the USDA on March 18, 2024 asking for a status update and resubmitted the financial information.
3. New Jersey Department of Transportation Local Projects Fund (NJDOT LTPF)
 - Subject to funding appropriation, the Local Transportation Projects Fund is established to address specific focused local transportation issues throughout the state. Applications can be submitted at any time via SAGE (System for Administering Grants Electronically). City projects will be evaluated for eligibility and submission. Our office transmitted a proposal to complete and submit the grant application on January 30, 2024.
 - The City has identified various streets within the City which are in need of re-striping. DBA will submit a proposal for this work and collaborate with Qwin Vitale on identification of street locations.

Engineering

1. Drainage Issue at 2320 Cedarbridge Road:
 - On February 9, 2024, Marc DeBlasio met with Qwin Vitale to assess drainage issues at 2320 Cedarbridge Road. It was determined that the property lies at a low point within the drainage area. Recommended short term solutions include constructing an earthen berm at the driveway and cleaning and inspecting storm sewer inlets and pipe. Long term solutions include evaluating the storm sewer system and installing larger pipes and/or drainage facilities, and the installation of curbing along the roadway.
2. Street Excavation and Sidewalk Ordinance
 - Our office was asked to review and revise the street excavation and sidewalk ordinance. We have been coordinating with the City to update this ordinance.
3. Stormwater Management Plan
 - DeBlasio and Associates was asked by Qwin Vitale to review and update the City's Stormwater Management Plan. A proposal will be forthcoming.
4. Bonnie Lee Road
 - At the March 12, 2024 Council meeting, DBA was asked to observe the pavement condition on Bonnie Lee Road resulting from an emergency water main repair. Nancy Mauro went to the site on March 14, 2024. The pavement and curb will require additional restoration. DBA has contacted the New Jersey American Water Company and requested that they submit a road opening permit for this work.
5. Slipline Repairs Zion and Mill Roads, Zion and Davis Roads
 - On March 14, 2024, Qwin Vitale contacted our office to discuss the sliplining of sanitary sewers and manhole rehabilitation at Zion and Mill Roads and Zion and Davis Roads. Partial sections have been videoed by the City and one of the pipes was found to have a hole in it. DBA submitted a proposal for this work on March 22, 2024.