

CITY OF NORTHFIELD REGULAR MEETING MINUTES JANUARY 21, 2025

At 6:42pm this meeting was called to order by Municipal Clerk Mary Canesi. This meeting was properly advertised in the Press of Atlantic City on January 6, 2024, and in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

Mayor Chau led the flag salute followed by a moment of silence.

ROLL CALL

Present: Councilwoman Carfagno; Councilman Dewees; Councilwoman Kern; Councilman Notaro; Councilman Polistina; Councilman Smith; Council President Bucci.

Mayor Chau, Solicitor Facenda, Engineer Mohnack, and Chief of Police VonColln were also present.

READING AND APPROVAL OF THE MINUTES

On a motion by Councilman Notaro with a second by Councilwoman Carfagno all members present were in favor of approving the minutes of January 7, 2025, without formal reading.

Clerk Canesi announced that Council would be changing the order of business on the agenda this evening; After the public session, Council would move into closed session, then come back into public session and will pick up with the Mayors Report, Resolutions, and Ordinances.

PUBLIC SESSION

Council President Bucci opened this meeting for any member of the public to speak on any topic.

Seeing no one wishing to speak, Council President Bucci closed the public session.

RESOLUTION

52-2025 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 237-2024

On motion of Councilman Smith, seconded by Councilwoman Kern all members present were in favor of adopting Resolution 52-2025.

Clerk Canesi read the resolution by title and 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. Any members of the public who were in attendance would need to exit Council Chambers during the Executive Session and

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were welcome to wait in the lobby if they chose. At the conclusion of the Executive Session of Council, the Council will resume the public portion of the meeting and welcome the return of members of the public. A statement would be made for the record at that time. She deferred to the Solicitor for further explanation.

Solicitor Facenda announced that the matter to be discussed will be the City Special Counsel for Affordable Housing, more specifically an update regarding affordable housing compliance efforts, potential affordable housing developments and all matters that fall within the 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 and return to the public session when the Executive Session is complete for a short statement and possible official action.

At 6:47pm Council entered Executive Session and remained in Council Chambers.

At 7:10pm the Executive Session of Council was adjourned, and the Regular Meeting resumed in Council Chambers.

Solicitor Facenda announced that the Executive Session had concluded. Council received an update from Special Counsel for Affordable Housing regarding 4th round obligations, the DCA's recommendation, a deadline for continued immunity and updates with respect to two certain projects within the city: Habitat and Homes For All. 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 President Bucci moved to the Mayor's Report.

MAYOR'S REPORT

Mayor Chau met with the County Administrator regarding the diocese project; more ground testing was being done and they hope to come before Planning Board soon. He attended a meeting of Atlantic County League of Municipalities, they want to encourage all members to attend their meetings, to network and to hear information from their speakers. The next meeting is scheduled at the Crab Trap with the President of the League of Municipalities as the speaker. Mayor Chau and Council President Bucci week met with Chief VonColln last week regarding candidates for replacing the officer who recently left. The Committee would meet to interview candidates; the Committee appointed by the Mayor included himself, Council President Bucci, and Councilman Dewees. Lastly, Mayor Chau attended a meeting last year with the USDA regarding a grant. His last notes are that work has not been started on this project, we need start and end dates, he asked Councilman Dewees or Councilman Notaro for an update on the project.

Councilman Notaro stated he was not aware of the grant.

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Clerk Canesi explained it was the USDA grant that the City was awarded last year, in the amount of \$17,000.00 and the City funding an additional \$6,000.00. Council needs a proposal from DeBlasio and Associates to authorize their portion of the work. The USDA has asked her to file the quarterly grant report, but, needs start and end dates for project.

Councilman Dewees replied; he sent an email the other day, he would call him (Engineer DeBlasio) tomorrow.

CITY ENGINEER'S REPORT

Engineer Mohnack listed pending engineering projects, Birch Grove Park parking lot improvements, the next round of LRIG funding which he understands is on tonight's agenda, the Juniper Drive project, and the slip lining project. Also, a subdivision plan for the Habitat project. The change order for the 50/70 field will be completed in the spring.

Mayor Chau, to Councilman Dewees, asked why we don't use cinder mix anymore, on the roadways, for icy intersections?

Councilman Dewees replied, no one uses that anymore, Public Works salts intersections, but they don't salt all of the roads

ORDINANCE

Councilman Dewees motioned; Councilman Polistina seconded to adopt Ordinance 1-2025.

1-2025 Ordinance Providing for and Establishing Salary Ranges of Officers and Employees of the City of Northfield and Repealing All Ordinances Adopted Heretofore, the Provisions of which are Inconsistent Herewith
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 1/25/2025

The Municipal Clerk read the Ordinance by title, stating that this is the second reading and public hearing. After the public hearing, Council would consider the ordinance for final passage. Clerk Canesi announced the date of final publication. Since introduction, the Ordinance has been posted in the lobby of City Hall and on the municipal website. Any member of the public who requested a copy of the ordinance would have been provided with one free of charge in the office of the Municipal Clerk during regular business hours.

Council President Bucci opened the public hearing for Ordinance 1-2025.

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

Mayor Chau asked about the salary for Council President.

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Clerk Canesi explained that this Ordinance establishes the high and the low for every position in municipal government; the Council salary would be decided when Council adopts the salary resolution later in the year.

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

Councilman Dewees motioned; Councilman Polistina seconded to introduce Ordinance 2-2025.

2-2025 Calendar Year 2025 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a: 4-45.14)

*Introduction / No Public Input / Published in the Press of AC 1/25/2025
2nd Reading / Public Hearing / Final Consideration 2/4/2025*

The Municipal Clerk read the Ordinance by title, stated that this is the first reading, and announced the publication, public hearing, and final consideration dates. 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.

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

RESOLUTIONS / CONSENT AGENDA

Council President Bucci 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, it will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.

Solicitor Facenda read Resolutions 54-2025 and 55-2025 into the record as to include them in the consent agenda.

**“CITY OF NORTHFIELD, NJ
RESOLUTION NO. 54-2025**

**AUTHORIZING DEBLASIO AND ASSOCIATES CONSULTING
ENGINEERS AND PLANNERS TO PROCEED WITH ENGINEERING
SERVICES FOR THE PROJECT KNOWN AS FY2025 NJDCA LOCAL
RECREATION IMPROVEMENT GRANT APPLICATION**

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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; and

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 services – project identification; preparation of construction cost estimate, narrative, and concept plan; submission of grant application	
Total	\$3,000.00

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 21st day of January 2025.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 55-2025**

LOCAL RECREATION IMPROVEMENT GRANT (LRIG) FY 2025

WHEREAS, the City of Northfield desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to construct 4 new pavilions at Birch Grove Park.

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THEREFORE, BE IT RESOLVED:

1) that the City of Northfield does hereby authorize the application for such a grant; and,

2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of Northfield and the New Jersey Department of Community Affairs.

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 documents necessary in connection therewith:

Mayor Erland Chau

Mary Canesi, 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 21st day of January 2025.

Mary Canesi, RMC, Municipal Clerk”

Council President Bucci announced these resolutions would be in the consent agenda.

On motion of Councilman Smith, seconded by Councilwoman Kern, all members present were in favor of voting on Resolutions 42-2025 through 51-2025 and 53-2025 through 55-2025 by Consent Agenda.

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| 42-2025 | Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with Revisions to Bid Specifications for the Project Known as “Various Sanitary Sewer Main and Manhole Rehabilitations” |
| 43-2025 | Authorizing the Waiver of Any and All Permit Fees Associated with the Installation of a New Electric Hot Water Heater at the Otto Bruyns Public Library |
| 44-2025 | To Approve An Application for Use of Facilities |
| 45-2025 | Appointment of Part-Time Fire Protection Inspector |
| 46-2025 | To Approve An Application for Use of Facilities |
| 47-2025 | To Approve An Application for Use of Facilities |
| 48-2025 | To Approve An Application for Use of Facilities |

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- 49-2025** Authorization to Hire Substitute Adult School Crossing Guard
50-2025 Request to the County of Atlantic to Use County Roads for Parades and Other Functions
51-2025 Amending Resolution No. 25-2025 Recognizing Members of the Northfield Volunteer Fire Company
53-2025 Resolution of the Common Council of the City of Northfield Committing to Fourth Round Present and Prospective Need Affordable Housing Obligations
54-2025 Authorizing DeBlasio and Associates Consulting Engineers and Planners to Proceed with Engineering Services for the Project Known as FY2025 NJDCA Local Recreation Improvement Grant Application
55-2025 Local Recreation Improvement Grant (LRIG) FY 2025

Councilman Smith motioned, Councilwoman Kern seconded, to adopt the Consent Agenda.

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

PAYMENT OF BILLS \$ 3,800,708.06

Councilman Notaro motioned, Councilwoman Carfagno seconded, to approve payment of bills.

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

MEETING NOTICES

Councilman Smith read the meeting notices.

At 7:28pm, on motions properly made and seconded, all members present were in favor of adjourning the meeting.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk