

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
MARCH 21, 2023**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised in the Press of Atlantic City on Saturday, January 7, 2023, and in accordance with Public Law 1975, Chapter 231.

FLAG SALUTE

COUNCIL ROLL CALL:

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

MAYOR: Chau

APPROVAL OF MINUTES – March 2, 2023 and March 7, 2023

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTION/2023 BUDGET

77A-2023 Introduction of the 2023 Budget
No public input on introduction
Budget Synopsis Published in the Press of AC 03/25/2023
Public Hearing and Final Adoption: 7:00 pm 4/18/2023

RESOLUTION TO AMEND ORDINANCE 3-2023

78-2023 Amending Ordinance No. 3-2023, as Introduced on January 17, 2023
Referral to Planning Board 03/22/2023; Published in Press of AC 03/25/2023
Public Hearing, Final Consideration 05/02/2023

RESOLUTIONS

79-2023 Conditional Extension of Outdoor Dining Timeframe Previously Approved by Resolution 80-2022 through December 31, 2023

80-2023 Authorizing Refund of Overpayment of Sewer Rents and Charges

81-2023 To Approve an Application for Use of Facilities - Ocean City Softball

82-2023 To Approve an Application for Use of Facilities - MRHS Softball

83-2023 To Approve an Application for Use of Facilities - NCS Field Days

84-2023 Reappointment of Timothy Joo to the Position of Municipal Emergency Management Coordinator

85-2023 A Resolution Authorizing the Mayor and Municipal Clerk to Execute an Interlocal Service Agreement with the Borough of Folsom for the Services of Chief Financial Officer

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
MARCH 21, 2023**

ORDINANCES

5-2023 Repealing and Replacing Ordinance No. 4-2023, Calendar Year 2023 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 03/25/2023

6-2023 An Ordinance Appropriating \$100,000 from the Capital Improvement Fund for the Roof Replacement Project for Northfield City Hall, City of Northfield, County of Atlantic, State of New Jersey
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC 03/25/2023

PAYMENT OF BILLS \$ 188,681.28

MEETING NOTICES

City Council	April 4 th	6pm Work Session Regular Session immediately following
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ADJOURNMENT

RESOLUTION NO. 77A-2023

Introduction of the 2023 Budget - SEE HARD COPY

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 Northfield, at a meeting of said Council on March 21, 2023, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225.

There will be public hearing on the 2023 municipal budget at 7:00pm, on April 18, 2023, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225, after which the matter will be considered for final adoption.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 77A-2023 ATTACHMENT
2023 Introduced Budget

CAP Information			
Total Available		appropriation	levy
Total Appropriated		10,275,612.07	9,125,321.58
Remaining (Excess)		<u>9,563,522.00</u>	<u>8,577,002.60</u>
		<u>712,090.06</u>	<u>548,318.98</u>
Difference between 2.5% & 3.5%	95,468.69		Cap Bank \$ 1,816,017.04

TAX RATE	TAX		CHANGE	
	2023 CURRENT	2022 PRIOR		
LOCAL	0.983	0.968	0.015	1.54%
TOTAL	3.558	3.491	0.067	1.92%
TOTAL LOCAL LEVY	8,577,002.60	8,394,826.77	182,175.83	2.17%
NET VALUATION TA:	872,389,600	867,036,900	5,352,700.00	0.62%
			\$ 51,825.92	

Increased Revenue

TOTAL BUDGET				
	CURRENT	PRIOR	CHANGE	
TOTAL REVENUE	14,217,206.53	14,540,401.03	(323,194.50)	-2.22%
TOTAL APPROPRIATI	14,217,206.53	14,540,401.03	(323,194.50)	-2.22%

SURPLUS				
	AVAILABLE	BUDGETED	BALANCE	
CURRENT	2,993,351.01	2,075,000.00	918,351.01	69.32%
Prior Year	3,407,111.28	2,239,000.00	1,168,111.28	65.72%
Difference	(413,760.27)	(164,000.00)	(249,760.27)	

BUDGET ANALYSIS				
	2023 BUDGET YEAR	2022 PRIOR YEAR	CHANGE	
REVENUE				
Surplus	2,075,000.00	2,239,000.00	(164,000.00)	-7.32%
Local	1,946,520.00	2,324,816.58	(378,296.58)	-16.27%
State Aid	669,745.00	632,386.00	37,359.00	5.91%
Grants	382,502.93	412,347.68	(29,844.75)	-7.24%
Delinquent Tax	235,000.00	235,000.00	-	0.00%
Local Tax	8,577,002.60	8,394,826.77	182,175.83	2.17%
Library Tax	331,436.00	302,024.00	29,412.00	9.74%
TOTAL REVENUE	<u>14,217,206.53</u>	<u>14,540,401.03</u>	<u>(323,194.50)</u>	<u>-2.22%</u>
APPROPRIATIONS				
Salaries and Wages	4,324,358.00	4,330,982.00	(6,624.00)	-0.15%
OE & Statutory	6,910,587.00	6,916,610.59	(6,023.59)	-0.09%
Grants	403,612.46	442,519.72	(38,907.26)	-8.79%
Deferred Charges	750.00	-	750.00	
Capital	110,000.00	641,500.00	(531,500.00)	-82.85%
Debt Service	1,050,000.00	838,173.41	211,826.59	25.27%
Library Tax	331,436.00	302,024.00	29,412.00	9.74%
Reserve for Uncollec	1,086,463.07	1,068,591.31	17,871.76	1.67%
TOTAL APPROPRIATI	<u>14,217,206.53</u>	<u>14,540,401.03</u>	<u>(323,194.50)</u>	<u>-2.22%</u>
Deferred Chg	-	-	0.00	

% OF COLLECTION			
	MAXIMUM	USED	UNUSED
%	98.65%	96.50%	2.15%
\$	409,931.15	1,086,463.07	676,531.92
2021 Rate	98.46%	96.50%	0.19%

2023 Introduced Budget

	% Change	\$ Change	Budgeted 2023	Adopted Budget 2022	Amended by Transfers/Emerg	Amended Budget 2022	Actual 2022	Difference Reserve
REVENUE								
Surplus	-7.32%	(164,000.00)	2,075,000.00	2,239,000.00		2,239,000.00	2,239,000.00	-
Alcoholic Beverages	0.00%	-	7,500.00	7,500.00		7,500.00	7,500.00	-
Other	0.00%	-	70,000.00	70,000.00		70,000.00	80,507.71	10,507.71
Fees & Permits	0.00%	-	75,000.00	75,000.00		75,000.00	82,671.59	7,671.59
Fines & Costs-Court	-32.20%	(19,000.00)	40,000.00	59,000.00		59,000.00	41,774.77	(17,225.23)
Interest & Costs on Taxes	0.00%	-	55,000.00	55,000.00		55,000.00	66,553.59	11,553.59
Interest on Investments	-10.00%	(3,000.00)	27,000.00	30,000.00		30,000.00	27,722.88	(2,277.12)
Sewer Rentals	0.00%	-	1,440,000.00	1,440,000.00		1,440,000.00	1,466,429.81	26,429.81
Sub-Total Local Revenues	-1.27%	(22,000.00)	1,714,500.00	1,736,500.00		1,736,500.00	1,773,160.35	36,660.35
UCC Fees	37.93%	55,000.00	200,000.00	145,000.00		145,000.00	291,317.00	146,317.00
Consolidated Prop Tax Relief	-100.00%	(1,783.00)	-	1,783.00		1,783.00	1,783.00	-
Energy Receipts	0.98%	6,154.00	636,757.00	630,603.00		630,603.00	630,603.00	-
Reserve for State Aid TMRFA		32,988.00	32,988.00	-		-	-	-
Sub-Total State Aid	5.91%	37,359.00	669,745.00	632,386.00		632,386.00	632,386.00	-
Interlocal Sewage Agreement	0.00%	-	11,520.00	11,520.00		11,520.00	11,520.00	-
Interlocal Court Agreement		-	-	-		-	-	-
Sub-Total Interlocals	0.00%	-	11,520.00	11,520.00		11,520.00	11,520.00	-
NJ Transportation Trust Fund	-8.20%	(23,360.00)	261,640.00	285,000.00		285,000.00	285,000.00	-
Drunk Driving Enforcement		-	-	-		-	-	-
Clean Communities	-100.00%	(19,516.93)	-	-	19,516.93	19,516.93	19,516.93	-
Recycling Tonnage Grant	11.82%	1,140.57	10,787.91	9,647.34		9,647.34	9,647.34	-
EMAA Grant	-100.00%	(10,000.00)	-	-	10,000.00	10,000.00	10,000.00	-
Municipal Alliance	90.14%	3,750.00	7,910.14	4,160.14		4,160.14	4,160.14	-
Sustainable Jersey	-100.00%	(5,000.00)	-	-	5,000.00	5,000.00	5,000.00	-
Safe & Secure	0.00%	-	32,400.00	32,400.00		32,400.00	32,400.00	-
Firefighter Grant (ARP-FFG)		(28,000.00)	-	-	28,000.00	28,000.00	28,000.00	-
Community Dev Block Grant		55,905.00	55,905.00	-		-	-	-
Cops In Shops		-	-	-		-	-	-
Distracted Driving Grant	-100.00%	(4,200.00)	-	4,200.00		4,200.00	4,200.00	-
Body Armor Grant	33.61%	436.61	1,735.50	1,298.89		1,298.89	1,298.89	-
Drive Sober or Get Pulled Over	-100.00%	(5,200.00)	-	-	5,200.00	5,200.00	5,200.00	-
Click It or Ticket	-100.00%	(2,800.00)	-	-	2,800.00	2,800.00	2,800.00	-
CLRF/ARP		9,000.00	9,000.00	-		-	-	-
Body Worn Camera Grant		-	-	-		-	-	-
DMHAS Youth Leadership Grant	0.00%	-	3,124.38	3,124.38		3,124.38	3,124.38	-
US DOJ Body Armor Grant	-100.00%	(2,000.00)	-	2,000.00		2,000.00	2,000.00	-
Sub-Total Grants	-7.24%	(29,844.75)	382,502.93	341,830.75	70,516.93	412,347.68	412,347.68	-
Library Maintenance Agreement	0.00%	-	20,500.00	20,500.00		20,500.00	20,500.00	-
Library Reimbursement-Morianty		-	-	-		-	-	-
ARP Funding	0.00%	-	-	411,296.58		411,296.58	411,296.58	-
Capital Fund Surplus		-	-	-		-	-	-
Sub-Total Revenues with Consent		-	20,500.00	431,796.58		431,796.58	431,796.58	-
Receipts from Delinquent Taxes	0.00%	-	235,000.00	235,000.00		235,000.00	233,342.05	(1,657.95)
Sub-Total General Revenues	-9.15%	(534,782.33)	5,308,767.93	5,773,033.33		5,843,550.26	6,024,869.66	181,319.40
Amount to be Raised by Taxation	2.17%	182,175.83	8,577,002.60	8,394,826.77		8,394,826.77	9,613,344.46	1,218,517.69
Minimum Library Tax	9.74%	29,412.00	331,436.00	302,024.00		302,024.00	302,024.00	-
Total Amount to be Raised	2.43%	211,587.83	8,908,438.60	8,696,850.77		8,696,850.77	9,915,368.46	1,218,517.69
TOTAL REVENUES	-2.22%	(323,194.50)	14,217,206.53	14,469,884.10		14,540,401.03	15,638,214.12	1,399,837.09

2023 Introduced Budget

	% Change	\$ Change	Budgeted 2023	Adopted Budget 2022	Amended by Transfers/Emerg	Amended Budget 2022	Actual 2022	Difference Reserve
APPROPRIATIONS								
Admin SA/W	24.80%	3,100.00	15,600.00	12,500.00		12,500.00	12,500.00	-
Admin & Executive O/E	-45.45%	(85,000.00)	102,000.00	177,000.00	10,000.00	187,000.00	180,765.64	6,234.36
Mayor & Council S & W	0.00%	-	71,750.00	71,750.00		71,750.00	63,081.20	8,668.80
Mayor & Council O/E	0.00%	-	5,000.00	5,000.00	-	5,000.00	4,035.39	964.61
Clerk S & W	2.39%	3,375.00	144,375.00	138,500.00	2,500.00	141,000.00	140,977.22	22.78
Clerk O/E	-35.91%	(41,750.00)	74,500.00	116,250.00		116,250.00	112,234.73	4,015.27
Finance S & W	-14.63%	(18,000.00)	105,000.00	123,000.00		123,000.00	111,411.30	11,588.70
Finance O/E	14.29%	2,000.00	16,000.00	14,000.00		14,000.00	13,331.31	668.69
Audit O/E	0.00%	-	36,000.00	36,000.00	-	36,000.00	31,750.00	4,250.00
Collector S & W	-3.10%	(4,000.00)	125,000.00	115,000.00	14,000.00	129,000.00	125,324.79	3,675.21
Collector O/E	1.74%	200.00	11,700.00	11,500.00	-	11,500.00	7,869.36	3,630.64
Assessor S & W	16.50%	6,600.00	46,600.00	48,000.00	(8,000.00)	40,000.00	37,773.34	2,226.66
Assessor O/E	-72.98%	(20,800.00)	7,700.00	6,500.00	22,000.00	28,500.00	26,408.77	2,091.23
Workman's Compensation	3.50%	7,350.00	217,350.00	210,000.00	-	210,000.00	206,359.96	3,640.04
Employee Group Insurance	4.92%	67,600.00	1,440,400.00	1,372,800.00	-	1,372,800.00	1,367,892.27	4,907.73
Other Insurance	-10.87%	(12,500.00)	102,500.00	115,000.00	-	115,000.00	92,680.00	22,320.00
Health Benefits Waiver	0.00%	-	20,000.00	20,000.00	-	20,000.00	17,787.96	2,212.04
Legal O/E	0.00%	-	120,000.00	125,000.00	(5,000.00)	120,000.00	96,628.46	23,371.54
Planning Board S & W	5.88%	500.00	9,000.00	8,500.00		8,500.00	8,145.84	354.16
Planning Board O/E	15.38%	2,000.00	15,000.00	13,000.00	-	13,000.00	10,569.45	2,430.55
Engineering O/E	0.00%	-	30,000.00	30,000.00	-	30,000.00	29,567.50	432.50
Economic Develop Comm O/E		5,000.00	5,000.00	-	-	-	-	-
Fire S & W	8.84%	42,000.00	517,000.00	475,000.00		475,000.00	457,688.28	17,311.72
Hydrants	4.76%	5,000.00	110,000.00	126,000.00	(21,000.00)	105,000.00	105,000.00	-
O/E	-22.15%	(14,400.00)	50,600.00	44,000.00	21,000.00	65,000.00	64,143.97	856.03
Police S & W	-2.02%	(50,000.00)	2,420,000.00	2,485,000.00	(15,000.00)	2,470,000.00	2,374,338.11	95,661.89
Police O/E	49.93%	66,700.00	200,300.00	118,600.00	15,000.00	133,600.00	127,971.78	5,628.22
Emergency Mgmt S & W	0.00%	-	6,000.00	6,000.00	-	6,000.00	6,000.00	-
Emergency Mgmt O/E	0.00%	-	19,000.00	19,000.00	-	19,000.00	16,493.08	2,506.92
Emergency Medical Services		-	-	-	-	-	-	-
Streets & Road S&W	0.00%	-	440,000.00	440,000.00		440,000.00	434,100.18	5,899.82
Streets & Road O/E	26.55%	7,700.00	36,700.00	29,000.00	-	29,000.00	25,582.58	3,417.42
Reserve for Storm Recovery	0.00%	-	1.00	1.00	-	1.00	-	1.00
Vehicle Maintenance O/E	0.00%	-	62,000.00	62,000.00		62,000.00	59,622.76	2,377.24
Solid Waste Contracts	0.00%	-	843,000.00	843,000.00	-	843,000.00	761,077.22	81,922.78
Buildings & Grounds O/E	0.00%	-	80,000.00	80,000.00	-	80,000.00	77,288.58	2,711.42
Maint of Bike Path	0.00%	-	2,500.00	2,500.00		2,500.00	1,828.97	671.03
Sewer S & W	0.00%	-	210,000.00	220,000.00	(10,000.00)	210,000.00	175,036.63	34,963.37
Sewer O/E	-33.33%	(10,000.00)	20,000.00	30,000.00	-	30,000.00	8,979.98	21,020.02
Dog Regulation O/E	0.00%	-	9,300.00	9,300.00	-	9,300.00	9,075.00	225.00
Parks Maintenance		10,000.00	37,000.00	25,000.00	2,000.00	27,000.00	25,670.42	1,329.58
Neighborhood Program	0.00%	-	6,000.00	6,000.00	-	6,000.00	2,109.43	3,890.57
Recreation Contributions	-9.09%	(1,000.00)	10,000.00	11,000.00	-	11,000.00	11,000.00	-
Senior Citizens	0.00%	-	2,200.00	2,200.00	-	2,200.00	-	2,200.00
Construction Official S & W	5.56%	5,000.00	95,000.00	100,000.00	(10,000.00)	90,000.00	90,000.00	-
Construction Official O/E	-19.36%	(14,401.59)	60,000.00	97,500.00	(23,098.41)	74,401.59	65,339.97	9,061.62
Zoning / Housing S & W	0.00%	-	20,000.00	20,000.00	-	20,000.00	15,368.17	4,631.83
Zoning / Housing O/E	0.00%	-	2,500.00	2,500.00	-	2,500.00	354.00	2,146.00
Petroleum Products	0.00%	-	75,000.00	75,000.00		75,000.00	71,938.03	3,061.97
Telecommunications	5.00%	2,000.00	42,000.00	40,000.00		40,000.00	38,009.80	1,990.20
Water	50.00%	5,000.00	15,000.00	10,000.00		10,000.00	9,860.60	139.40
Electricity & Natural Gas	0.00%	-	275,000.00	275,000.00	-	275,000.00	271,673.40	3,326.60
Accumulated Absence	-99.80%	(499.00)	1.00	500.00	-	500.00	500.00	-
Sub-total appropriations in CAPS		(31,225.59)	8,386,577.00	8,423,401.00	(5,598.41)	8,417,802.59	8,003,145.43	414,657.16
PERS	1.76%	3,432.00	198,027.00	190,170.00	4,425.00	194,595.00	194,586.59	8.41
Social Security	3.03%	5,000.00	170,000.00	165,000.00	-	165,000.00	161,277.45	3,722.55
PFRS	5.48%	40,620.00	781,918.00	741,298.00	-	741,298.00	741,298.00	-
Unemployment	0.00%	-	17,000.00	17,000.00	-	17,000.00	13,861.45	3,138.55
DCRP	0.00%	-	10,000.00	10,000.00	-	10,000.00	5,971.35	4,028.65
Deferred Charges & Statutory Expenditures		49,052.00	1,176,945.00	1,123,468.00	4,425.00	1,127,893.00	1,116,994.84	10,898.16
Salaries & Wages inside CAP		(11,425.00)	4,245,326.00	4,283,750.00	(26,500.00)	4,257,250.00	4,070,033.02	187,216.98
Other Expenses inside CAP		29,251.41	5,318,196.00	5,263,119.00	25,326.59	5,288,445.59	5,050,107.25	238,338.34

2023 Introduced Budget

	% Change	\$ Change	Budgeted 2023	Adopted Budget 2022	Amended by Transfers/Emerg	Amended Budget 2022	Actual 2022	Difference Reserve
Appropriations Excluded From CAP								
Library	9.74%	29,112.00	331,436.00	302,024.00	-	302,024.00	302,024.00	-
i.OSAP	0.00%	-	14,000.00	14,000.00	-	14,000.00	14,000.00	-
Health Insurance	1167.21%	142,400.00	154,600.00	12,200.00	-	12,200.00	-	12,200.00
Workers Compensation Insurance	-	49,650.00	49,650.00	-	-	-	-	-
PERS Contribution	-	5,057.00	5,057.00	-	-	-	-	-
PFRS Contribution	-	60,565.00	60,565.00	-	-	-	-	-
Interlocal Agreement - Court	4.80%	7,100.00	155,000.00	147,900.00	-	147,900.00	147,700.39	199.61
Interlocal Agreement - CFO	-	27,500.00	27,500.00	-	-	-	-	-
Interlocal Agreement - Dispatch	3.00%	13,254.00	455,051.00	441,797.00	-	441,797.00	441,797.00	-
Interlocal Agreement - ACUA	-10.94%	(316,000.00)	750,000.00	1,086,000.00	-	1,086,000.00	1,058,322.00	27,678.00
Sub-Total Interlocals	-17.20%	(288,146.00)	1,387,551.00	1,675,697.00	-	1,675,697.00	1,647,819.39	27,877.61
NJ Transportation Trust Fund	-8.20%	(23,360.00)	261,640.00	285,000.00	-	285,000.00	285,000.00	-
Drunk Driving Enforcement	-	-	-	-	-	-	-	-
Clean Communities	-100.00%	(19,516.93)	-	-	19,516.93	19,516.93	19,516.93	-
Recycling Tonnage Grant	11.82%	1,140.57	10,787.91	9,647.34	-	9,647.34	9,647.34	-
Municipal Alliance	90.14%	3,750.00	7,910.14	4,160.14	-	4,160.14	4,160.14	-
Municipal Alliance - Local Match	90.14%	937.49	1,977.53	1,040.04	-	1,040.04	1,040.04	-
EMAA	-	-	-	-	10,000.00	10,000.00	10,000.00	-
Safe & Secure	0.00%	-	32,400.00	32,400.00	-	32,400.00	32,400.00	-
Safe & Secure - Local Match	0.00%	-	19,132.00	19,132.00	-	19,132.00	19,132.00	-
Community Dev Block Grant	-	55,905.00	55,905.00	-	-	-	-	-
Cops In Shops	-	-	-	-	-	-	-	-
Distracted Driving Grant	-100.00%	(4,200.00)	-	4,200.00	-	4,200.00	4,200.00	-
Body Armor Grant	33.61%	436.61	1,735.50	1,298.89	-	1,298.89	1,298.89	-
Drive Sober or Get Pulled Over	-100.00%	(5,200.00)	-	-	5,200.00	5,200.00	5,200.00	-
Click It or Ticket	-100.00%	(2,800.00)	-	-	2,800.00	2,800.00	2,800.00	-
Firefighter Grant (ARP-EFG)	-100.00%	(28,000.00)	-	-	28,000.00	28,000.00	28,000.00	-
Match For Grants	-100.00%	(10,000.00)	-	10,000.00	-	10,000.00	10,000.00	-
DMHAS Youth Leadership Grant	0.00%	-	3,124.38	3,124.38	-	3,124.38	3,124.38	-
CLRF/ARP	-	9,000.00	9,000.00	-	-	-	-	-
Sustainable Jersey	-100.00%	(5,000.00)	-	-	5,000.00	5,000.00	5,000.00	-
US DOJ Body Armor Grant	-100.00%	(2,000.00)	-	2,000.00	-	2,000.00	2,000.00	-
Sub-Total Grants	-6.53%	(28,907.26)	403,612.46	372,002.79	70,516.93	442,519.72	442,519.72	-
Total Operations Excluded From CAPS		(29,969.26)	2,406,471.46	2,375,923.79	70,516.93	2,446,440.72	2,406,363.11	40,077.61
Total SAV Excluded from CAPS		15,300.00	79,032.00	55,732.00	18,000.00	73,732.00	73,732.00	-
Total O/E Excluded from CAPS		(45,269.26)	2,327,439.46	2,320,191.79	52,516.93	2,372,708.72	2,425,225.65	-
Capital Improvement Fund	-100.00%	(100,000.00)	-	100,000.00	-	100,000.00	100,000.00	-
Firefighter Protection Equipment	20.00%	2,500.00	15,000.00	12,500.00	-	12,500.00	12,258.00	242.00
Facility Improvements	-76.15%	(239,500.00)	75,000.00	314,500.00	-	314,500.00	82,355.49	232,144.51
Recreation Improvements	-100.00%	(194,500.00)	-	194,500.00	-	194,500.00	178,963.05	15,536.95
Sewer Repairs	0.00%	-	15,000.00	15,000.00	-	15,000.00	1,500.00	13,500.00
Computer & Electronic Equipment	0.00%	-	5,000.00	5,000.00	-	5,000.00	5,000.00	-
Sub-Total Capital Improvements		(531,500.00)	110,000.00	641,500.00	-	641,500.00	380,076.54	261,423.46
Bond Principal	23.64%	143,000.00	748,000.00	605,000.00	-	605,000.00	605,000.00	-
BAN Payment	-	-	-	-	-	-	-	-
Interest on Bonds	29.52%	68,826.59	302,000.00	232,000.00	1,173.41	233,173.41	233,173.41	-
Interest on Notes	-	-	-	-	-	-	-	-
Sub-Total Debt Service	25.27%	211,826.59	1,050,000.00	837,000.00	1,173.41	838,173.41	838,173.41	-
Emergency Authorizations	-	-	-	-	-	-	-	-
Deferred Charges - Grant Match	-	-	-	-	-	-	-	-
Deferred Chgs to Future Tax Ord 5-2021	-	750.00	750.00	-	-	-	-	-
Sub-Total Deferred Charges		750.00	750.00	-	-	-	-	-
General Appropriations	-2.46%	(331,066.26)	13,130,743.46	13,401,292.79	70,516.93	13,471,809.72	12,744,753.33	727,056.39
Reserve for Uncollected Taxes	1.67%	17,871.76	1,086,463.07	1,068,591.31	-	1,068,591.31	1,068,591.31	-
Total General Appropriations	-2.15%	(313,194.50)	14,217,206.53	14,469,884.10	70,516.93	14,540,401.03	13,813,344.64	727,056.39

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 78-2023**

**AMENDING ORDINANCE NO. 3-2023,
AS INTRODUCED ON JANUARY 17, 2023**

WHEREAS, Ordinance No. 3-2023, an Ordinance Amending Chapter 215 of the Code of the City of Northfield Governing Land Use and Development, was introduced and passed on first reading at a regular meeting of the Common Council of the City of Northfield held on January 17, 2023; and

WHEREAS, in accordance with N.J.S.A. 40:55D-26a, Ordinance No. 3-2023 was referred to the Municipal Planning Board for review and comment; and

WHEREAS, after referral to the Municipal Planning Board for review and comment, collaborative changes were made to Ordinance 3-2023 in the form and substance set forth in the attached Exhibit "A" hereto.

WHEREAS, Ordinance No. 3-2023, as amended in the attached Exhibit "A" hereto, shall be referred back to the Municipal Planning Board on March 22, 2023 and thereafter taken up for second reading, public hearing, and final passage, at 7pm on May 2, 2023, at City Hall Council Chambers.

BE IT RESOLVED, the City of Northfield hereby approves the amended Ordinance No. 3-2023 in the form attached as Exhibit "A" and each and every of its terms and conditions.

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 March, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NEW JERSEY
ORDINANCE NO. 3-2023**

**AN ORDINANCE AMENDING CHAPTER 215 OF THE CODE OF THE
CITY OF NORTHFIELD GOVERNING LAND USE AND
DEVELOPMENT**

WHEREAS, City of Northfield Code Section 215 governs land use and development in the City of Northfield; and

WHEREAS, the Council for the City of Northfield desires to amend various and assorted sections and sub-sections of Chapter 215 of the Northfield Code; and

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Northfield, County of Atlantic, and State of New Jersey that Chapter 215 of the Code of the City of Northfield is hereby amended as follows (added text underlined; deleted text ~~stricken~~):

Chapter 215. Land Use and Development

Article VIII. Design Standards and Improvement Specifications

§215-113. Signs.

- A. General provisions. – No Change.
- B. Permits.
 - (1) All signs and advertising displays, other than those expressly excluded herein, shall require a sign permit. To obtain such permit, the owner of the proposed sign shall make application to the ~~Construction Official~~ Zoning Officer on forms provided by him/her. The applicant shall also provide all plans and specifications of the proposed construction as provided below.
 - (2) It shall be the responsibility of the ~~Construction Official~~ Zoning Officer to determine whether the proposed signs will be in compliance with all the provisions of this section and all other laws and ordinances of this chapter, and that the same will be erected in such manner as not to constitute any hazard to the public or not likely to cause damage to property. The ~~Construction Official~~ Zoning Officer shall approve or deny the issuance of a sign permit within 30 days of the receipt by him/her of the completed application form and fee. In the event the ~~Construction Official~~ Zoning Officer approves the issuance of the sign permit, he/she shall promptly forward the same to the applicant ~~upon payment to the~~

~~City of the required fee. In the event the Construction Official Zoning Officer denies permission the issuance of the sign permit, the Construction Official Zoning Officer shall so notify the applicant. Upon such denial, the applicant may appeal the determination of the Construction Official Zoning Officer, pursuant to § 215-7 of this chapter and all other applicable sections thereof. If the work authorized under a sign permit shall not be completed within one year after the date of its issuance, the permit shall become null and void.~~

- (3) Application for sign permits shall be made ~~in duplicate~~ on forms to be furnished by the City and shall be accompanied by a fee of ~~\$1075~~ by cash or check payable to the order of the "City of Northfield," which fee shall not be returnable for any reason. The application shall contain the following information hereinafter set forth:

(a) – (e) No Change.

- (4) Nonconforming signs. – No Change.

C. Construction.

- (1) All signs shall conform to the structural requirements of the New Jersey Uniform Construction Code and applicant shall be responsible for obtaining any and all other necessary permits and/or approvals, including but not limited to the City of Northfield Construction/Building Department, prior to sign installation.

(2) – (3) No Change.

- (4) All neon, LED or electronic light signs shall satisfy the requirements of this Subsection C, shall be subject to review and inspection by the Electrical Inspector of the City of Northfield if required, shall be properly insulated and grounded, and shall meet or exceed the requirements of the National Electrical Safety Code and the New Jersey Uniform Construction Code. **[Amended 6-18-2019 by Ord. No. 8-2019]**

- D. ~~Maintenance. If the Construction Official shall find that any sign is unsafe, insecure or in need of repair, or is not maintained in proper painted condition, the Construction Official shall give written notice to the permittee thereof. If the permittee fails to repair or remove it within 10 days after such notice, such sign may be removed in order to comply, by the Construction Official at the expense of the permittee or owner of property on which it is located. The Construction Official may cause any sign or other advertising structure which is an immediate peril to persons or property to be removed summarily at the expense of the permit holder or owner of the premises upon which the sign is located and without notice to said persons. The owner of any sign or other advertising structure in the City shall have the same painted at least once every two years in all its parts, including the supports of said sign. Any part~~

~~consisting of rustless metal and so manufactured as not to require painting need not be painted; except that if once painted, the same shall be maintained as other painted signs.~~

Maintenance. All signs shall be kept and maintained in a safe, secure and good condition. Failure of a permittee and/or property owner to maintain a sign as set forth herein shall constitute a violation of this section by both the permittee and property owner enforceable by the Code Enforcement Officer in a court with appropriate jurisdiction. If the Code Enforcement Officer shall find that any sign is unsafe, insecure or in need of repair, or is not maintained in proper condition, the Code Enforcement Officer may, within his/her discretion, give written notice to the permittee thereof and the owner of the property on which said sign is located. If the permittee fails to repair or remove as required within 10 days after such notice, such sign may be removed by the Code Enforcement Officer at the expense of the permittee and/or owner of property on which it is located. The Code Enforcement Officer may cause any sign or other advertising structure which is an immediate peril to persons or property to be removed at the expense of the permittee or owner of the property upon which the sign is located and without notice to said persons.

E. Illumination.

(1) – (2) No Change.

(3) ~~Whenever the Zoning Officer~~ Code Enforcement Officer, with or without consultation with any member of the City of Northfield Police Department, determines that the lighting on any sign now or hereafter erected constitutes a safety hazard to motor vehicle traffic in the vicinity, ~~the Code Enforcement Officer he~~ shall serve written notice of this his determination upon the property owner and permittee owner of the sign, directing them to correct the condition within 15 days from the date of the mailing of the notice. Failure to correct the condition or file an appeal within the time specified shall constitute a violation of this section by both the sign owner and property owner.

F. Signs permitted without a permit. The following signs shall be permitted in any zone in the City without a permit:

(1) – (20) No Change.

(21) Temporary signs advertising the initial/grand opening of a new business in the City of Northfield shall be permitted for a period of ~~30~~ 45 days from either the issuance of a mercantile license or the date the new business operations commenced, whichever is earlier. Said signs shall be immediately removed upon the expiration of the aforesaid thirty-day period. The signs shall not be illuminated, shall be not larger than eight square feet in area, shall not exceed eight feet in height and may be

erected flat against the building or freestanding. No temporary sign shall be placed within the area of any window in which a neon, LED or electronic light sign has been installed.

G. Prohibited signs. The following signs are prohibited in all zones in the City:

- (1) No Change.
- (2) Moving or revolving signs, strips, tubes or lamps, of any illumination source, using any mode of blinking, flashing, vibrating, flickering, tracer, color changing or sequential lighting, used as sign or as an architectural accent, except for the standard movement of clocks and temperature gauges or signs that indicate the 'open' status of business. Signs indicating the 'open' status of a building shall not be larger than two (2) square feet in area.
- (3) – (11) No Change.
- (12) ~~Flags, banners,~~ Banners, strings of banners, pennants, pinwheels, ~~A-type signs, sandwich-type signs~~, sidewalk signs, curb signs, and similar advertising devices.
- (13) No Change.
- (14) Signs placed on ~~awnings~~, trees, fences, utility poles, light poles, signs attached to other signs and signs placed upon motor vehicles which are continuously or repeatedly parked in a conspicuous location to serve as a sign, but nothing herein contained is intended to prohibit the placement of signs directing traffic or identifying various locations within a lot or parcel on light poles and utility poles erected therein.
- (15) - (18) No Change.

H. – K. No Change.

L. Signs permitted in the N-B Neighborhood Business, C-B Community Business, R-C Regional Commercial, and O-P Office Professional Zones.

- (1) - (2) No Change.
- (3) Interior neon, LED or electronic light signs.
 - (a) No Change.
 - (b) All neon, LED or electronic light signs shall be subject to the provisions of Subsections **A** through **G** of this section and shall be further subject to the following requirements:

[1] - [2] No Change.

[3] ~~No external neon, LED or electronic light signs shall be permitted, nor shall there be any freestanding neon, LED or electronic light signs.~~ All neon, LED or electronic light signs must be installed within and attached to the area of the interior window of the business premises in which they are installed.

[4] - [9] No Change.

(4) Electronic message boards; purpose and intent. More businesses desire to utilize advancements in sign technology which permit signs to change content electronically which are known as “electronic message boards,” e.g., LED-type signs. These electronic message boards may adversely impact adjacent areas unless they are regulated in a reasonable fashion. The intent and purpose of this subsection is to establish standards and regulations for electronic message boards to minimize potential adverse impacts, preserve the character of adjacent areas to the extent practical and reasonable and minimize potential traffic safety concerns.

(a) - (e) No Change.

(f) ~~If the Code Enforcement Officer an appropriate representative of the City of Northfield~~ finds that the electronic message board causes a glare, illuminates neighboring buildings or otherwise impairs the vision of drivers of motor vehicles, the property owner and/or ~~owner~~ permittee of the electronic message board, within 24 hours of a notice by the City, will reduce the intensity of the electronic message board to a level acceptable to the City.

(g) - (k) No Change.

(5) - (6) No Change.

M. No Change.

N. Additional signage allowed in the C-B Community Business, R-C Regional Commercial, and O-PB Office Professional Business Zones, for commercial businesses that have frontage along Tilton Road or US Route 9 (aka New Road).

(1) Definitions

(a) Sail Sign – an advertising sign composed of lightweight fabric or similar material that is mounted to a vertical pole, and resembles the shape of a boat sail. This type of sign does not require wind to stay open.

(b) Feather Sign / Feather Flag / Feather Banner - an advertising sign composed of lightweight fabric or similar material that is mounted to a vertical pole, and resembles the shape of a bird’s feather (a.k.a quill).

- (c) Windless Flag Sign - another name for sail sign, feather sign, feather flag or feather banner; this type of sign does not require wind to stay open.
- (2) Windless flag signs, which must be affixed at ground level, are permitted at businesses that have frontage on Tilton Road or US Route 9 (aka New Road), and shall only be placed along Tilton Road or US Route 9 (aka New Road).
 - (a) As defined in this section, said signs are subject to the following:
 - 1. No more than one sign per business is allowed.
 - 2. Signs may only be displayed during hours of operation for the business, and only in the approved location.
 - 3. Signs must be installed and exhibited within property boundaries.
 - 4. A minimum separation of 25' between signs is required.
 - 5. All signs must be securely attached to the ground in accordance with manufacturer specifications.
 - 6. Signs shall not be illuminated.
 - 7. Signs shall not exceed 12 feet in height at their highest point, nor shall they be wider than 2.5 feet wide at their widest point.
 - 8. No sign shall exceed 30 square feet in area
- (3) Permit required
 - (a) A permit issued by the Zoning Officer for the City of Northfield shall be required.
 - (b) The permit application form and process shall be in a form and manner acceptable to the Zoning Officer of the City of Northfield.
 - (c) Sign permits shall be valid through December 31st of the year they are issued and are subject to annual renewal, in January of each succeeding year.
 - (d) The application fee shall be \$40; annual renewal shall be \$20.00.
 - (e) Any new application for a permit filed on or after June 2 of each licensing year shall be issued, upon approval, at 50% of the annual fee.
 - (f) Applications for renewal of a sign permit issued pursuant to this section shall follow the same procedure as outlined for a new application. Sign permit holders are responsible for annually renewing their sign permit without further notice by the City of Northfield; renewal notices or reminders will not be sent.
 - (g) Sign permits are not assignable or transferrable.
 - (h) No rebate or refund of any permit fee or any part thereof shall be made for any reason.
- (4) Revocation of Permit:
 - (a) Whenever the Zoning Officer determines that any sign is not exhibited in accordance with the Code of the City of Northfield, this Chapter or constitutes a safety hazard to motor vehicle or pedestrian traffic in the vicinity, he/she shall serve written notice of his/her determination upon the permittee and the property owner, directing

them to immediately render said sign compliant or remove same until the violation is cured.

(b) Failure to immediately remove or render compliant shall constitute a violation of this section by both the permittee and property owner and may result in revocation of the permit by the Zoning Officer.

(5) Violations and Penalties:

(a) Violations; penalties. Any person violating any part of this chapter shall be subject to a fine not exceeding \$2,000.

REPEALER - All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SEVERABILITY - If any portion of this ordinance shall be determined to be invalid, such determination shall not affect the validity of the remaining portions of said ordinance.

EFFECTIVE DATE - This ordinance shall take effect upon final passage and publication in accordance with law.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

This Ordinance was introduced and passed on its first reading at a Regular meeting of the Common Council of the City of Northfield, New Jersey held on January 17, 2023. Thereafter, pursuant to N.J.S.A. 40:55D-26, on January 18, this Ordinance was referred to the City of Northfield Planning Board for review and comment as to consistency with the City of Northfield's Master Plan. A public hearing was held on March 7, 2023 for this Ordinance as introduced. After introduction, this Ordinance was amended on March 21, 2023. On March 22, 2023, this Ordinance was again referred to the City of Northfield Planning Board in accordance with N.J.S.A. 40:55D-26. This Ordinance will be taken up for a final reading, public hearing and final passage at a meeting of said Council held May 2, 2023 in Council Chambers, City Hall, Northfield, New Jersey.

FIRST READING:	January 17, 2023
REFERRAL TO PLANNING BOARD:	January 18, 2023
PUBLICATION:	January 21, 2023
PUBLIC HEARING:	March 7, 2023
AMENDMENT:	March 21, 2023
REFERRAL TO PLANNING BOARD:	March 22, 2023
PUBLICATION	March 25, 2023
PUBLIC HEARING/FINAL CONSIDERATION	May 2, 2023
FINAL PUBLICATION:	May 6, 2023

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 79-2023**

**CONDITIONAL EXTENSION OF OUTDOOR DINING TIMEFRAME
PREVIOUSLY APPROVED BY RESOLUTION 80-2022 THROUGH
DECEMBER 31, 2023**

WHEREAS, on March 8, 2022, the governing body of the City of Northfield adopted Resolution 80-2022 in an attempt to alleviate the hardship of its local businesses and their employees resulting from the COVID-19 outbreak;

WHEREAS, the lingering impact of COVID-19 continues to exist and place hardship on local businesses and their employees; and

WHEREAS, the governing body of the City of Northfield wants to continue to attempt to alleviate the aforesaid hardship upon its local businesses and continue to offer options to the patrons of said businesses.

NOW, THEREFORE, BE IT RESOLVED BY THE Common Council of the City of Northfield that, until December 31, 2023, the City's Zoning Official, in consultation with the City Engineer, Chief of Police, and Fire Chief, if needed, is hereby granted the temporary authority and discretion to approve applications pertaining to existing "restaurants engaged in the preparation and service of meals/food, which preparation and cooking has occurred on the premises of said entities" in order to permit said establishments to continue to provide reasonable outdoor table/seating options.

1. The approval of any temporary development in relation to this Resolution shall be subject to the following conditions:
 - a. Any approved tables/seats located in an "outdoor dining area," defined as "a designated area on the premises of a retail food establishment or restaurant, but located outside of the principal building, and where patrons may sit at tables while consuming food and beverages ordered from and served by a waiter or waitress," are permitted to be utilized between the hours of 6:00 a.m. and 10:00 p.m.
 - b. Hard surfaces such as patios or decks are permitted to be used as a temporary outdoor dining area. In no case shall grass-covered or landscaped areas be approved for any outdoor dining.
 - c. In no case shall any temporary outdoor dining area be located within 30 feet of the property boundary adjacent to any county roadway.
 - d. Applicants must submit a Litter Control Plan, which shall include a description of the number and location of trash receptacles proposed to service the outdoor dining area, and the frequency with which the outdoor dining area will be policed for litter in order to control the accumulation of trash/recycling.

- e. In the event a restaurant is a tenant at a property tenant shall provide a copy of their lease and landlord's written permission to use the requested designated space for outdoor dining.
- f. The City of Northfield reserves the right to amend, terminate, or repeal this resolution, and accordingly no property rights are vested or granted to any person(s) or entities by virtue of this resolution. All person(s) and/or entities electing to pursue temporary relief in accordance with the provisions of this resolution are hereby given notice that the expenditure of any funds, or the incurrence of any costs, in reliance upon the provisions of this resolution shall be at their sole and exclusive cost and expense. All persons and/or entities are hereby given notice that the risk of loss for any expenditure and/or costs incurred shall be their sole and exclusive responsibility.
- g. To the extent that any of the temporary rights granted herein are in direct contravention to certain provisions of ordinances of the City of Northfield, it is the intent that said ordinances are hereby temporarily relaxed so as to allow for the limited and reasonable expansion of the operations of outside food and beverage service as set forth herein. With the exception of this temporary relief set forth herein, applicants must comply with any and all other federal, state, county, and local laws and regulations, including any and all other existing zoning and/or general ordinances governing the operation of bars/restaurants, as well as those of outdoor dining.
- h. Applicants shall adhere to all noise, sound ordinances.
- i. In the event the City Zoning Officer, City Engineer, City Chief of Police and City Fire Chief determine that an applicant is in violation of the conditions of any temporary plan approved in relation to this Resolution, the City Zoning Officer, City Engineer, City Chief of Police and City Fire Chief are hereby authorized to immediately revoke the temporary plan approval received in relation to this Resolution.
- j. The City Zoning Officer, City Engineer, City Chief of Police, City Fire Chief, and Code Enforcement Officer are hereby authorized and empowered to enforce this Resolution and the several provisions thereof. The City Zoning Officer, City Engineer, City Chief of Police, City Fire Chief, and Code Enforcement Officer are hereby further empowered to enforce the discretionary powers which are considered necessary in order to make the provisions hereof properly effective and useful for the benefit of applicants.
- k. In order to avoid injustice, the possible abuse of discretion and to correct the possibility of error in judgment, any applicant whose temporary plan application is denied by the City Zoning Officer, has the right to appeal to the governing body by filing a notice of appeal with the City Clerk within seven (7) days of the denial of said application. Upon receipt of any such notice of appeal, the governing body will hear the appeal at its next regular meeting, at

which time the owner and any other persons appearing in the matter will be heard or afforded the opportunity to be heard. At the conclusion of said hearing, the governing body will consider the matter, determine whether to uphold or overturn the decision of the City Zoning Officer, City Engineer, City Chief of Police and City Fire Chief and thereafter notify the owner of its decision.

1. Individual bars/restaurants seeking approval to add to existing tables/seating by using other locations on site such as parking areas, shall submit to the City Zoning Officer a site plan application, and site drawing depicting the existing and proposed layout and location of tables/seating outside of said bar/restaurant, which shall also include but not be limited to, confirmation of the number of existing, approved tables/seats, required parking spaces, a depiction of all aisles, routes of ingress and egress, clearances/distances between tables and between the seating area and the curb line, the location of all food preparation and service area, an illustration, rendering and/or photograph of all proposed furniture, umbrellas, tents, and trash receptacles. All proposed tables, chairs, furniture, umbrellas, tents and trash receptacles, etc. on site must be of similar nature and appearance. Applicants shall also submit a brief written narrative describing the proposed method of serving food and beverages in the newly proposed areas.

BE IT FURTHER RESOLVED that pending further resolution, the force and effect of the within resolution, and all temporary rights set forth herein, shall terminate at 11:59 PM on December 31, 2023, at which time allowances provided herein shall be automatically rescinded. Upon termination, any temporary approval afforded by the City in accordance with the terms and conditions of this resolution shall be deemed void and all applicants shall be required to immediately remove any and all outdoor tables/seats and cease all outside operations.

BE IT FURTHER RESOLVED as a condition of said permit authorizing expanded outdoor dining restaurants shall sign a Joint Insurance Fund (JIF) approved hold harmless agreement and name the City of Northfield and the City Officials as an additional insured under a policy of insurance to not be less than \$1,000,000.00.

BE IT FURTHER RESOLVED nothing contained herein shall restrict or limit any rights currently held by any restaurant relative to outdoor food and beverage service.

BE IT FURTHER RESOLVED that the within resolution shall be effective immediately.

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 Common Council of the City of Northfield, held this 21st day of March, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 80-2023**

AUTHORIZING REFUND OF SEWER RENTS AND CHARGES

BE IT RESOLVED, that Block 47 Lot 21 is no longer owned by Donna Josephsen, but the direct-debit authorization for payment of sewer rents and charges was not canceled by Ms Josephsen, and funds were debited from her account for the payment of the first half of calendar year 2023; and

BE IT FURTHER RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that refunds for sewer rents and charges pursuant to the following are hereby authorized.

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Donna Josephsen 989 11 th Avenue Mays Landing, NJ 08330	47	21	522 Jackson Ave Northfield, NJ 08225 Sewer Account 768-0	\$180.00
Total Amount of Refund:				\$180.00

BE IT FURTHER RESOLVED, that the Chief Financial Officer and other appropriate officials be and they are herewith authorized to sign the checks to accomplish the refunds authorized.

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 March, 2023

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 81-2023**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Kevin Segich has properly submitted an Application for Use of Facilities requesting use of the Softball Field and Farm League Field on June 3rd and 4th, from 7am until 5:00pm for softball games; and

WHEREAS, Mr. Kevin Segich has presented this request on behalf of the Ocean City Premier Tournaments/USA Softball; and

WHEREAS, pursuant to Resolution No. 67-2023, the Common Council of the City of Northfield did previously authorize the use of the Softball Field and Farm League Field by Northfield Little League, on all dates from March 8th through July 31st and August 1st through November 1st from 8am until 10pm; and

WHEREAS, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that June 3rd and 4th, from 8am until 5:00pm, may be deleted from his previously authorized use, and are therefore available.

THEREFORE, BE IT RESOLVED, the request approved for Northfield Little League pursuant to Resolution No. 67-2023 is hereby amended to exclude June 3rd and 4th from 8am until 5:00pm; and

BE IT FURTHER RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Kevin Segich; and

BE IT FURTHER RESOLVED, that the approval is 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 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 21st day of March, 2023.

Mary Canesi, RMC, Municipal Clerk



CITY OF NORTHFIELD

Application for Use of Facilities

(Other than Use of Birch Grove Park Center)

Name and Address of Organization: ocean city premier tournaments

Tell Us Who You Are / Description and Purpose of Organization: Girls travel
SOFTBALL TOURNAMENT

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? \$ _____ per: _____ Person _____ Day _____ Season _____ (other)

Name of Applicant / Responsible Party: Kevin Segiech Title/Affiliation Head

Home Address: 430 west SURF RD ocean city NJ 08220

Telephone: (H) 6 (C) [REDACTED] (W) _____

Name and Location of Facility(ies) Being Requested: 2 SOFTBALL FIELDS
at Birch Grove park (major)

For the Following Purpose: Girls softball tournament Fundraise for NIF
on the Following Date(s): 6/3 6/4 SOFTBALL

Specify Hours of Use: From: 7AM To: 5 PM Are Field Lights Requested*? NO

*If Yes, Provide Dates / Times for Requested Light Use: N/A

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

of Participants per Date: 8 # of Participants who are Northfield Residents: _____

Will Juveniles be Present? Yes No If Yes, What Ages? _____

Have You Applied to Other Municipalities for Use of their Facilities for this Event? Yes No

If Yes, Name of Municipality/ies: ocean city

Date/s and Disposition of Request/s: 6/3 6/4 8/AM to 5 PM

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.

NO ALCOHOLIC BEVERAGES PERMITTED

APPLICANT: [Signature] DATE: 3/3/23
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. 82-2023

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Brian Smith has properly submitted an Application for Use of Facilities requesting use of the Softball Field Friday, May 9, 2023, from 3pm until 11pm for two Mainland Regional High School Softball games; and

WHEREAS, Mr. Brian Smith has presented this request on behalf of Mainland Regional High School Softball of Linwood; and

WHEREAS, that pursuant to § 250-3 (C)-3 of the City of Northfield Code, there shall be no fee for approved use of athletic field lights by not-for-profit educational institutions; and

WHEREAS, pursuant to Resolution No. 71-2023 and 61-2023, the Common Council of the City of Northfield did previously authorize the use of the Softball Field on May 9th by the Northfield Community School from 3pm to 5:30pm, and by Northfield Little League from 5:30pm to 10pm; and

WHEREAS, Mr. John Wilson, on behalf of the Northfield Community School, has advised that that Friday, May 9th from 3pm until 5:30pm, may be deleted from his previously authorized use, and is therefore available; and

WHEREAS, Mr. Jason Yard, on behalf of the Northfield Little League, has advised that that Friday, May 9th from 5:30pm to 10pm may be deleted from his previously authorized use, and is therefore available.

THEREFORE, BE IT RESOLVED, the request approved for Northfield Community School pursuant to Resolution No. 71-2023 is hereby amended to exclude May 9th from 3pm to 5:30pm; and

BE IT FURTHER RESOLVED, the request approved for Northfield Little League pursuant to Resolution No. 67-2023 is hereby amended to exclude May 9th from 5:30pm to 10pm; and

BE IT FURTHER RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Brian Smith is 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 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 21st day of March 2023.

Mary Canesi, RMC, Municipal Clerk



CITY OF NORTHFIELD

Application for Use of Facilities

(Other than Use of Birch Grove Park Center)

Name and Address of Organization: MANLAND REGIONAL H.S. SOFTBALL

Tell Us Who You Are / Description and Purpose of Organization: THIS IS OUR ANNUAL "PINK GAME" FOR CANCER AWARENESS VS O.C.H.S. THERE WILL BE A JV GAME @ 4 PM WITH VARSITY GAME TO FOLLOW

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? \$ _____ per: _____ Person _____ Day _____ Season _____ (other)

Name of Applicant / Responsible Party: BRIAN SMITH Title/Affiliation HEAD COACH

Home Address: 104 CATHERINE PLACE, NORTHFIELD

Telephone: (H) _____ (C) [REDACTED] (W) [REDACTED]

Name and Location of Facility(ies) Being Requested: SOFTBALL FIELD @ BIRCH GROVE PARK

For the Following Purpose: "PINK" GAME FOR CANCER AWARENESS VS OCHS
on the Following Date(s): MAY 9, 2023

Specify Hours of Use: From: 3 PM To: 10 PM Are Field Lights Requested*? YES

*If Yes, Provide Dates / Times for Requested Light Use: 5-11 PM AS NEEDED ON 5-9-23

LIGHT USE FEE APPLIES, IN ACCORDANCE WITH CHAPTER 250.3 OF THE CITY OF NORTHFIELD MUNICIPAL CODE

of Participants per Date: 50 # of Participants who are Northfield Residents: 10-15

Will Juveniles be Present? Yes No If Yes, What Ages? 14-18

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.

NO ALCOHOLIC BEVERAGES PERMITTED

APPLICANT: Brian Smith DATE: 3-7-23
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. 83-2023**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Kevin Morrison has properly submitted an Application for Use of Facilities requesting use of the Baseball, Softball, Football Fields and restrooms on June 12th, 13th (rain date), 15th, and June 16th (rain date) from 10am until 2:30 for Field Day; and

WHEREAS, Mr. Kevin Morrison has presented this request on behalf of the Northfield Community School; and

WHEREAS, pursuant to Resolution No. 67-2023, the Common Council of the City of Northfield did previously authorize the use of the Softball Field by Northfield Little League, on the dates being requested, from 8am until 10pm; and

WHEREAS, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that June 12th, 13th, 15th and 16th from 10am until 2:30pm, may be deleted from his previously authorized use, and are therefore available.

THEREFORE, BE IT RESOLVED, the request approved for Northfield Little League pursuant to Resolution No. 67-2023 is hereby amended to exclude June 12th, 13th, 15th and 16th from 10am until 2:30pm; and

BE IT FURTHER RESOLVED, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Kevin Morrison is 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; and

BE IT FURTHER RESOLVED, that all facilities are presently open to the public, however, the decision to open and or close the 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 21st day of March, 2023.

Mary Canesi, RMC, Municipal Clerk



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

Name and Address of Organization: Northfield Community School
2000 New Road Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization:
Kevin Morrison - Middle School Principal

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? \$ per: Person Day Season (other)

Name of Applicant / Responsible Party: Kevin Morrison Title/Affiliation Principal

Home Address:

Telephone: (H) (C) (W)

Name and Location of Facility(ies) Being Requested: BASEBALL, SOFTBALL, FOOTBALL Fields AND Restrooms

For the Following Purpose: Field Days

on the Following Date(s): 6/12 (RD 6/13) + 6/15 (RD 6/16)

Specify Hours of Use: From: 8:30 To: 2:30 Are Field Lights Requested*?

*If Yes, Provide Dates / Times for Requested Light Use:

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

of Participants per Date: 250 # of Participants who are Northfield Residents: 11

Will Juveniles be Present? Yes No If Yes, What Ages? 9-14

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.

NO ALCOHOLIC BEVERAGES PERMITTED

APPLICANT: Melanie Woodale DATE: 3/14/23
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. 84-2023**

**REAPPOINTMENT OF TIMOTHY JOO TO THE POSITION OF
MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, the Mayor of the City of Northfield is required by P.L. 1953, Chapter 438, Appendix A-9-30 et. al. to reappoint, for a three-year term, and from among the residents of the municipality, a Municipal Emergency Management Coordinator; and

WHEREAS, the Mayor of the City of Northfield has previously appointed Timothy Joo as Municipal Emergency Management Coordinator for the term ending December 31, 2022; and

WHEREAS, the Mayor of the City of Northfield wishes to reappoint Timothy Joo for an additional three-year term.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, that the reappointment of Timothy Joo, for a three-year term commencing January 1, 2023 and expiring December 31, 2025, is hereby confirmed and ratified.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Reorganization Meeting of the Common Council of the City of Northfield, held this 21st day of March, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 5-2023**

**REPEALING AND REPLACING ORDINANCE NO. 4-2023, CALENDAR
YEAR 2023 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, Ordinance No. 4-2023, an Ordinance to exceed the municipal budget appropriation limits and to establish a cap bank, was introduced by the Common Council of the City of Northfield on February 7, 2023; and

WHEREAS, Ordinance No. 4-2023 was properly transmitted to the Press of Atlantic City by the Clerk of the City of Northfield on February 8, 2023 for publication in full in accordance with N.J.S.A. 40:49-2; and

WHEREAS, Ordinance 4-2023 was finally adopted after a second reading and public comment (if any) by the Common Council of the City of Northfield on February 21, 2023; and

WHEREAS, after introduction as set forth above, due to an error solely on the part of the Press of Atlantic City newspaper, the February 21, 2023 public hearing was not published / advertised as requested; and

WHEREAS, for the sake of transparency and to provide the intended opportunity for meaningful public comment, the Common Council of the City of Northfield feels it is in the best interests of the citizens of the City of Northfield to repeal Ordinance No. 4-2023 and replace same in its entirety by this Ordinance 5-2023 so that the failure to publish Ordinance 4-2-2023 does not deprive the members of the public opportunity to provide meaningful public comment prior to adoption; and

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the City Council of the City of Northfield in the County of Atlantic finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the City Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$95,468.69 in excess of the increase in final

appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the City Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the City Council of the City of Northfield, in the County of Atlantic, that Ordinance 4-2023 is hereby repealed in its entirety and replaced with this Ordinance 5-2023.

BE IT FURTHER ORDAINED, by the City Council of the City of Northfield, in the County of Atlantic, that a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the City of Northfield shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$10,278,518 and that the CY 2023 municipal budget for the City of Northfield be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

The above Ordinance was introduced and passed on its first reading at a regular meeting of the Common Council of the City of Northfield, New Jersey held on March 7, 2023 and was taken up for a second reading, public hearing and final passage at a meeting of said Council held March 21, 2023 in Council Chambers, City Hall, Northfield, New Jersey.

FIRST READING:	March 7, 2023
PUBLICATION:	March 11, 2023
SECOND READING:	March 21, 2023
PUBLICATION:	March 25, 2023

**CITY OF NORTHFIELD, NJ
ORDINANCE 6-2023**

**AN ORDINANCE APPROPRIATING \$100,000 FROM THE CAPITAL
IMPROVEMENT FUND FOR THE ROOF REPLACEMENT PROJECT
FOR NORTHFIELD CITY HALL, CITY OF NORTHFIELD, COUNTY
OF ATLANTIC, STATE OF NEW JERSEY**

WHEREAS, said monies exist in the Capital Improvement Fund of the City of Northfield for capital purposes.

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

SECTION I: The sum of \$100,000 is appropriated from the Capital Improvement Fund of the City of Northfield for the replacement of the roof on the Northfield City Hall Building.

SECTION II: Payment for the projects shall be made by the City of Northfield upon presentation of the duly executed vouchers by an authorized vendor and certification by the Chief Financial Officer that the Local Public Contracts Law has been complied with, and further, in accordance with policy adopted by the City Council of the City of Northfield.

Section III: The Ordinance shall take effect upon passage and publication according to law.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

The above Ordinance was introduced and passed on its first reading at a regular meeting of the Common Council of the City of Northfield, New Jersey held on March 7, 2023 and was taken up for a second reading, public hearing and final passage at a meeting of said Council held March 21, 2023 in Council Chambers, City Hall, Northfield, New Jersey.

FIRST READING:	March 7, 2023
PUBLICATION:	March 11, 2023
SECOND READING:	March 21, 2023
PUBLICATION:	March 23, 2023

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 85-2023**

**A RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL
CLERK TO EXECUTE AN INTERLOCAL SERVICE AGREEMENT
WITH THE BOROUGH OF FOLSOM FOR THE SERVICES OF CHIEF
FINANCIAL OFFICER**

WHEREAS, N.J.S.A. 40A:65-1 provides in part that two or more local units may enter into an agreement to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, the Mayor and Council of the City of Northfield, and the Governing Body of the Borough of Folsom, have determined that an Interlocal Service Agreement for the services of Chief Financial Officer is in the best interest of both parties; and

WHEREAS, the specific services, payment arrangements, and term of agreement, have been negotiated and set forth in a written Interlocal Service Agreement between the City of Northfield and Borough of Folsom.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic, and State of New Jersey that the Mayor is hereby authorized to execute the Interlocal Service Agreement between the City of Northfield and Borough of Folsom and the for the services of a Chief Financial Officer in accordance with the mutual terms and conditions of the attached Interlocal Service Agreement.

Erland Chau, Mayor

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 March, 2023

Mary Canesi, RMC, Municipal Clerk

BOROUGH OF FOLSOM AND CITY OF NORTHFIELD

**SHARED SERVICES AGREEMENT FOR CHIEF
FINANCIAL OFFICER (CFO) AND QUALIFIED PURCHASING
AGENT (QPA) SERVICES**

THIS AGREEMENT is made this XX_ day of March, 2023, by and between:

THE BOROUGH OF FOLSOM a municipal corporation located in the County of Atlantic, State of New Jersey, with its principal office located at 1700 12th Street, Folsom, New Jersey, 08037 (hereinafter "Folsom"), and

THE CITY OF NORTHFIELD, a municipal corporation located in the County of Atlantic, State of New Jersey with its principal office located at 1600 Shore Road, Northfield, New Jersey 08225 (hereinafter "Northfield").

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the "Act"), authorizes local units of this State to enter into agreements with any other local unit or units to provide or receive any shared service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, N.J.S.A. 40A:9- 140.10 requires each municipality to have a Chief Financial Officer but same may be provided by an agreement with another municipality; and

WHEREAS, the City of Northfield is in need of the services of a certified professional Chief Financial Officer to perform duties of a Chief Financial Officer and a Qualified Purchasing Agent (QPA); and

WHEREAS, Folsom has agreed to furnish to Northfield the services of its Chief Financial Officer and Qualified Purchasing Agent pursuant to N.J.S.A. 40A:65-1 *et. seq.*; and

WHEREAS, in the spirit of inter-municipal cooperation, and in furtherance of the principles underlying the Act, Folsom and Northfield (collectively "the Parties") have negotiated this Agreement for the provision of the Chief Financial Officer and Qualified Purchasing Agent services for their respective jurisdictions; and

WHEREAS, the terms and conditions of this undertaking are set forth below; and

WHEREAS, the Parties have each duly authorized their proper officials to enter into and execute this Agreement through the accompanying Resolutions attached hereto as Exhibits A (Borough of Folsom) and B (City of Northfield) respectively.

NOW THEREFORE, it is understood and agreed as follows:

1. PREAMBLE. All of the statements of the preamble are repeated and incorporated herein by this reference thereto as if fully set forth.

2. **CONTROLLING LAW.** This Agreement is governed by the provision of N.J.S.A. 40A:65-1 *et. seq.*, the Uniform Shared Services and Consolidation Act. All actions and amendments to this Agreement must be authorized in conformance with the Act.
3. **TERM OF AGREEMENT.** This Agreement shall take effect on April 1, 2023, (the "Effective Date"). This Agreement shall expire on December 31, 2026, unless sooner terminated in accordance with paragraph 15 below.
4. **SCOPE OF WORK.** Commencing on April 1, 2023 Folsom shall furnish Northfield the services of a certified Chief Financial Officer/Qualified Purchasing Agent, to fulfill all statutory duties required of a municipal Chief Financial Officer/Qualified Purchasing Agent in the State of New Jersey.

A. Designation of Employer - Salary and Benefits.

The Parties acknowledge that the Borough of Folsom hereby designated as the sole employer of the Chief Financial Officer/Qualified Purchasing Agent. Folsom shall be exclusively responsible for payment of any and all salary and the maintenance of all employee benefits and workers' compensation insurance. The Chief Financial Officer/Qualified Purchasing Agent shall be covered under all applicable personnel policies of Folsom and shall retain any and all rights and benefits that may have accrued from that position with Folsom.

B. Responsibility.

At all times, Folsom shall maintain responsibility for and control over the Chief Financial Officer/Qualified Purchasing Agent hired to provide services. All citizen inquiries and/or complaint resolutions regarding employee performance shall be handled through Folsom.

C. Supervision.

The Chief Financial Officer/Qualified Purchasing Agent shall be subject to the supervision of Folsom while performing duties for Folsom and by Northfield while performing services for Northfield, but any and all personnel or employment issues shall be handled by Folsom under Folsom's applicable policies.

D. Designation of Chief Financial Officer.

Pursuant to the provisions of N.J.S.A. 40A:65-5, the City of Northfield Governing Body has adopted a resolution authorizing the City to enter into this Shared Services Agreement with the Borough of Folsom for the shared services of the Borough of Folsom's Chief Financial Officer/Qualified Purchasing Agent and has designated and does designate hereby the Chief Financial Officer/Qualified Purchasing Agent of the Borough of Folsom as the Chief Financial Officer/Qualified Purchasing Agent of the City of Northfield.

5. SERVICES TO BE PERFORMED.

Folsom will provide to Northfield a Chief Financial Officer and Qualified Purchasing Agent to fulfill all statutory duties required of a municipal Chief Financial Officer and Qualified Purchasing Agent.

It is expected that said duties will be performed by the Chief Financial Officer and Qualified Purchasing Agent in a manner consistent with the level and quality that is consistent with all statutorily required duties of a Chief Financial Officer and Qualified Purchasing Agent.

6. HOURS OF SERVICE.

a) The Chief Financial Officer/Qualified Purchase Agent shall dedicate 12 hours per week to the City of Northfield, and will normally be present at the City of Northfield for 8 hours per week, during which time the Chief Financial Officer/Qualified Purchasing Agent will fulfill the duties identified in this Agreement on behalf of the City of Northfield

b) The parties acknowledge and agree that the 12 hours referenced in paragraph (a) above represents a good faith estimation of time, however, it is understood that the demands of the position of Chief Financial Officer/Qualified Purchasing Agent in either municipality may require that the hours stated in paragraph (a) to, at times, fluctuate.

7. COMPENSATION.

Northfield shall pay to Folsom a quarterly sum as set forth below. Said sums shall be prorated for any months where the services of the Chief Financial Officer/Qualified Purchasing Agent were not provided for an entire month.

FEE:

- 2023 \$27,250 in 3 equal quarterly installments for April 1 through December 31st (\$9,083.34)
- 2024 \$37,545 in 4 equal quarterly installments (\$9,386.25)
- 2025 \$38,755 in 4 equal quarterly installments (\$9,688.75)
- 2026 \$39,966 in 4 equal quarterly installments (\$9,991.50)

The specified compensation for Folsom furnishing the services referred to in this Agreement, shall be payable as follows:

- a) The first payment shall be due on May 1, 2023 for the period covering April 1 – June 30, 2023.
- b) Thereafter, payment for the following quarters shall be due the 1st month of the quarter: July, October, January and April.
- c) Northfield shall provide sufficient funds in their budget to cover the cost of this Agreement

The parties agree that in the event it is expected that this Agreement will be extended beyond the initial term of the agreement, the parties shall meet to discuss the compensation provided for in this paragraph at least forty-five (45) calendar days prior to the expiration of this Agreement to determine if compensation provided for in this paragraph should be adjusted.

8. **MAINTENANCE OF RECORDS.** All records produced by the Chief Financial Officer/Qualified Purchase Agent on behalf of the City of Northfield shall be retained at the City of Northfield Municipal Building.

9. **INSURANCE.**

The Chief Financial Officer/Qualified Purchasing Agent provided for in this Agreement shall be covered at all times by Folsom's workers compensation policy whether working in Folsom or Northfield, as well as by all other policies of insurance that are maintained by Folsom which are applicable to its Chief Financial Officer/Qualified Purchasing Agent.

10. **AMENDMENT**

This Agreement may be amended by mutual agreement of the parties, provided such amendment is in writing with notice to the parties and approved by Resolution of both governing bodies.

11. **EXTERNAL DISPUTES.**

The City of Northfield's Business Administrator shall notify the Borough of Folsom's Business Administrator, in a timely manner, of any complaints, related to the nature, extent and quality of services provided to Northfield by Folsom. Folsom's Borough Administrator shall handle any responses to issues related to the services provided by the Chief Financial Officer/Qualified Purchasing Agent.

12. **CONFIDENTIALITY.**

Each party recognizes and acknowledges that it may have access to certain confidential information of the other party, (*e.g.* employment, operations, and financial records and related data) which is not otherwise publicly available (the "Confidential Information"). Each party will treat as confidential all Confidential Information of the other party; will implement reasonable procedures to prohibit the disclosure, unauthorized duplication, use, misuse, or removal of the other party's Confidential Information; and will not sue or disclose such Confidential Information, unless such information becomes generally known through no fault of the disclosing party, or unless such party is required by law to disclose such Confidential Information. Each party agrees that any breach of its obligations under this Section will entitle the other party to equitable relief to protect its interests therein, including injunctive relief.

13. HOLD HARMLESS AND INDEMNIFICATION

Northfield shall indemnify and hold Folsom, its officers, employees and agents harmless from and against any and all claims of whatever nature or type arising from the provision of the services by Folsom to Northfield, so long as the actions upon which the demand or claim or assertion of liability are found to have been performed in the course of carrying out official duties on behalf of Northfield and were not beyond the scope of performing official duties or performed in bad faith, and did not constitute actual fraud, actual malice, willful misconduct, an intentional wrong or criminal act. Such indemnification shall include payment of reasonable fees and costs in the defense of any claim made by a third person.

14. REQUIRED BONDS

Each party to this Agreement shall apply for and acquire any and all required bonds necessary for the implementation of this Agreement.

15. TERMINATION

a. This Agreement may be terminated at any time upon mutual Agreement of the Parties.

b. Either Party may terminate this Agreement at any time and for any reason upon giving the other party sixty (60) days advanced notice, in writing, delivered to the other Party by certified mail at the address provided herein under in accord with paragraph 17.

c. It was the intent of the Parties that the Chief Financial Officer/Qualified Purchasing Agent services to be provided by Folsom to Northfield under the terms of this Agreement were to be performed by the individual who was Folsom's Chief Financial Officer/Qualified Purchasing Agent at the time of execution of this Agreement. In the event that the individual, during the Term of this Agreement, ceases to be Folsom's Chief Financial Officer/Qualified Purchasing Agent, then Folsom shall immediately notify Northfield of that fact whereupon Northfield shall have the option of immediately terminating this Agreement, with compensation to be prorated accordingly, or of having its Chief Financial Officer/Qualified Purchase Agent services performed by Folsom's new Chief Financial Officer in accordance with the terms and conditions of this Agreement.

16. DEFAULT.

In the event that either party defaults in the performance of any of its duties or obligations under this Agreement, after receiving written notice of same and failing to cure such default within fifteen (15) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement at the expiration of that 15-day period.

17. NOTICES.

Notices hereunder shall be given to the Parties set forth below and shall be made by hand delivery, facsimile, overnight delivery or by regular mail. If given by regular mail, the notice shall be deemed to have been given within a required time if deposited in the U.S. Mail, postage

prepaid, within the specified time limit. For the purpose of calculating time limits, which run from the giving of a particular notice, the time shall be calculated from actual receipt of the notice. Time shall run only on business days, which for purposes of this Agreement shall be any day other than a Saturday, Sunday or legal public holiday. Notices shall be addressed as follows:

If to Borough of Folsom:
Borough of Folsom
1700 12th Street
Folsom, New Jersey 08037
Attn: Borough
Administrator/Municipal
Clerk

If to City of Northfield
1600 Shore Road
Northfield, New Jersey 08225
Attn: Borough
Administrator/Municipal Clerk

18. CHOICE OF LAW.

Any dispute under the Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

19. ENTIRE AGREEMENT.

This Agreement represents the entire Agreement between the parties and may not be changed orally, and may only be modified or amended by a written statement signed by both parties.

20. SEVERABILITY.

If any part of this Agreement shall be held to be unenforceable or invalid the remainder of the Agreement shall nevertheless remain in full force and effect.

21. WAIVER.

Failure to insist upon strict compliance with any terms, covenants, or conditions of this Agreement at any one time shall not be deemed a waiver of such term, covenant, or condition at any one time nor shall any waiver or relinquishment of any right or power herein at any time be deemed a waiver or relinquishment of the same or any other right or power at any other time.

22. HEADINGS. The headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of the substantive provisions of this Agreement.

23. **JOINT PREPARATION.** This Agreement (and all exhibits thereto) is deemed to have been jointly prepared by the Parties hereto, and any uncertainty or ambiguity existing herein, if any, shall not be interpreted against any Party, but shall be interpreted according to the application of the rules of interpretation for arm's-length agreements.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement, the day and year first above written.

ATTEST:

ENGINEER'S REPORT



SchaefferNassarScheidegg Consulting Engineers, LLC

David S. Scheidegg, PE, PP, CME, CPWM, CFM
Andrew F. Schaeffer, PE, PP
Rami N. Nassar, PE, PP, CME
Howard A. Transue, PLS

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

ENGINEERING MEMORANDUM

TO: Mayor and City Council, City of Northfield
1600 Shore Road
Northfield, NJ 08225

FROM: Rami Nassar, PE, PP, CME
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

SUBJECT: Engineers Report for March 21, 2023

DATE: March 17, 2023

PROJECTS:

NF13-43 Asset Management Plan

Work has been started on different components of the plan. North American Pipe, LLC has been contracted to video the sewer main along Tilton Road from the manhole by Little Italy Restaurant at Burton Avenue to the manhole at Maple Ave. and Roosevelt Ave. we found a major sewer main break at the intersection of Tilton and Burton causing major roadway settlement, also Infra Structurer Assessment, LLC started to inventory the sewer system. We are working on completing the sanitary sewer system inventory. I will be meeting with Public Works Director on March 9, 2020, to go over portion of the plan and to determine the section sewer main that needs to be inspected. We are finalizing the list for the portion of the sewer main to be videoed. Waiting to hear back from Contractor if able to work. (10-16-2020) working on the schedule to move forward with to video portion of the sanitary sewer pipes. (3-12-2021) Will be starting to video the sewer main on Monday the 22nd, I am meeting with Qwin to finalize the scope of this portion of the project. (4-1-2021) The contractor had to reschedule the work to mid-April. (4-15-2021) Did not get the new schedule from the Contractor yet. (4-30-2021) The contractor started to video the sewer main, we encountered few issues which needs to be addressed in the asset management plan. (5-14-21) waiting on the contractor to send the pipe videos for me to review. (6-11-2021) reviewed the tapes, there are additional few minor issues, and the recommendations will be incorporated into the final document. **(3-17-2023) Working on the report.**

NF13-27 Grant Applications:

(5-22-2020) working on the 2021 Municipal Aid Grants for the reconstruction and widening of Merritt Drive, portion of Ridgewood Drive and possible drainage system upgrade. Also, I received an email from the ACIA stating that the municipality does not qualify for CDBG for recreational use (we do not meet the LMI requirements as set by HUD) the only project we can apply for are ADA compliance or projects for Senior Citizen. (6-12-2020) Finalizing the Municipal Aid Grant application for Merritt Drive and working on the CDBG grant to upgrade ADA access to the picnic area at Birch Grove Park. (7-101-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 24th. Grant Application was submitted November 24, 2020. (4-15-2021) New grant opportunity for recreational facility from the NJDEP, to be discussed. (4-30-2021) We need to file the new CDBG Grant by May 14, 2021. (5-14-2021) CDBG application was submitted to the ACIA, and currently working on the recreational grant offered by NJDCA.

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1425 Cantillon Boulevard Mays Landing New Jersey, 08330

(6-11-2021) the DCA grant application was submitted, the Urban Parks Grant application will not comply with most of the environmental restrictions and requirements. (7-9-2021) Submitted the 2021 Municipal Aid Grant Application for the reconstruction of Oak Avenue. (11-5-2021) We received the NJDOT Municipal Aid Grant for the reconstruction of Oak Avenue in the amount of \$285,000.00. (5-6-2022) The application for the CDBG grant from ACIA is completed will be submitted on Monday. (5-20-2022) The Municipal Aid grant application is open we need to finalize which road will be included in the application. (6-10-2022) Ridgewood Drive between Route 9 and Sutton is a possible road for the grant. (6-24-2022) Grant application was submitted to the NJDOT. (7-15-2022) Resolution has been uploaded in PMRS. (8-15-2022) We have a pre application meeting setup for 8-15-2022 for the Transportation Alternative Set-Aside Grant. (10-21-2022) working on the Transportation Alternative Set-Aside Grant and flood mitigation grant with Tim Joo. (11-10-2022) We submitted the Transportation Alternative Set-Aside Grant and working on flood mitigation grant with Tim Joo. (11-25-2022) Grant application was submitted, also we have received the 2023 Municipal Aid Grant for the reconstruction of Ridgewood Drive in the amount of \$261,640. (12-8-2022) I am working in the recreational grant application; we will have on the meeting agenda a resolution to authorize the filing on this application. (1-13-2023) finishing the recreational grant application to be submitted by the 20th. **(3-17-2023) No update.**

NF13-03 New Jersey American Water Company System Upgrade:

(1-19-2020) Multiple water main upgrade projects were completed last year, so far there are no new project scheduled within the Municipal Roadways. (2-24-2021) I had a meeting with Tim Green from the NJAWC to discuss the main relocation along Birch Grove Park Road. (3-12-2021) Received the street opening application for the main relocation along Birch Grove Park Road. (4-1-2021) South State subcontractor will remove the trees on the 5th, so the NJAWC will be able to relocate the water main. (5-14-2021) waiting on the NJAWC schedule. (6-11-2021) the water main has been relocated. (7-9-2021) NJAWC finished the work along Birch Grove Park Road. (9-10-2021) Working with the NJAWC on the covered valves issue. (9-23-2021) NJAWC applied for 6 Street Opening Permits. (11-19-2021) The NJAWC planning to replace the entire water main (approximately 4,400') along Herbert Drive and Shepherd Circle West, also the NJAWC will be replacing the water main along Hemsley Road. (3-4-2022) The NJAWC will start the water main renewal along Herbert Drive, Shepherd Circle and Shepherd Circle West on March 7th, it will take approximately 5 weeks to finish the main installation and another 5 weeks to finish all connections. (4-8-2022) Contractor finish the main installation portion of this project, they will start on the water main replacement along Hemsley Place on Monday. (5-20-2022) The contractor will start the individual water connections at Herbert Drive this coming Monday. (6-10-2022) the contractor finished the individual connections along Hemsley and finished more than 50% of the connections for Herbert and Shepherd portion of the project. (6-24-2022) All work has been completed; paving will start after 60 days. (9-2-2022) We marked the limits of paving for the final restoration at Hemsley, Herbert and Shepherd, the work is scheduled for the first week in October. (9-15-22) Contractor sent all required paperwork for additional paving. (10-7-2022) the Paving was completed at Shepherd and Herbert, Hemsley to be finished on Monday. (10-21-2022) Pavement restoration has been completed. **(3-17-2023) I scheduled to appear at court on March 28, 2023 regarding the illegal street opening done by the NJAWC.**

NF13-03 Street Opening:

(3-17-2023) 0 street opening permit was processed.

NF13-44 2020 Local Road Paving Program

(10-2-2020) This project originally included portion of Second Street, Portion of Franklin Avenue, portion of Fairbanks Avenue, Portion of Bates Avenue, Portion of Maple Avenue including drainage, Half width Haddon Avenue, portion of Wabash Avenue, Half width of portion of Ridgewood Avenue, Half width of portion of Glencove Avenue. During the design process a portion of Cedar Bridge, Cedar Spring Court and the re-alignment of Birch Grove Park Road were added to the scope of this project, design plan and bid packages will be ready for Council's review and approval at the October 20th meeting. (10-16-2020) bid package and plans needed additional revisions and was not completed on time for the Council's approval at this meeting, package will be ready for the next Council meeting. (11-6-2020) Bid package was delivered to the Clerk's Office; we are requesting an authorization to proceed with the bid. (11-20-2020) Bid opening is set for December 10th. (12-11-2020) We received 6 bids and the lowest bid was from South State, Inc. in the amount of \$527,756.00, the recommendation of award is on the Council's agenda for approval for this meeting. (1-14-2021) we had the pre-

construction meeting on the 11th, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) We sent the notice to proceed, the contractor is starting the drainage improvements on March 1, 2021. (3-12-2021) The drainage pipe along Maple has been completed, and the Contractor will start the concrete work next week. (4-1-2021) The concrete work will start on the 5th. (4-15-2021) Contractor is not finished with the concrete work. (4-30-2021) All concrete has been completed, working with the Contractor on the paving schedule. (5-14-2021) Nothing new to report. (6-11-2021) the contractor started the paving portion of this project on 6/9/2021. (8-6-2021) The contractor will finish the paving and start on the punch list items the week of August 9th. (8-26-2021) The Contractor started the work on the punch list items, we sent him an email indicating the time for project completion is no later than September 15, if not finished by then, the Municipality could assess liquidated damages. (9-10-2021) the contractor finished 80% of the punch list items. (10-22-2021) Working on the payment request and the final change order. (11-19-2021) Working on the final change order, also we ordered the core sample testing to determine actual asphalt thickness and composition. (7-15-2022) Working on the final change order, so we can close out this project. (1-13-2023) I had meeting with the Contractor to finalize the quantities for the change order and final payment. **(3-17-2023) No update**

PROJECT IS COMPLETED

NF13-48 Reconstruction of Merritt Dr. and p/o of Ridgewood Dr. (Municipal Aid FY 2021)

On November 16, 2020, The City was selected to receive \$ 310,000.00 from the NJDOT Fiscal Year 2021 Municipal Aid Program the Reconstruction of Merritt Drive and portion of Ridgewood Drive between Route 9 and Wabash Avenue. Nothing New to report. (1-14-2021) we started the project design. (4-15-2021) Working on the design plan, should be completed by the end of April. (5-14-2021) The plan and specification will be at the Clerk's Office by the end of May for review and approval by Council. (6-11-2021) the plans and bid package is at the Municipal Clerk's office for the Council members to review. (7-9-2021) sent the package to the NJDOT for their concurrence. (8-26-2021) we received the NJDOT comments on the plans and bid package, we addressed all the issues and sent back the revised package for the NJDOT concurrence, so we can advertise the bid. (9-10-2021) the project has been advertised for bidding. (9-23-2021) No Update. (10-8-2021) We had bid opening on the 5th and I have submitted the recommendation for award for the Council members review and approval. (10-22-2021) We received the Award Concurrence from the NJDOT, so we can move forward with Pre-construction meeting and schedule the work with the contractor. (11-5-2021) The pre-construction meeting is scheduled for November 9th. (11-19-2021) The Contractor will work with Public Works to determine if the existing drainage system needs any additional upgrade. (3-4-2022) Starting dated was pushed toward the end of April, due to the water main connection for the new school at the corner of Route 9 and Ridgewood Drive. (3-18-2022) We sent the notice to proceed to the contractor for April 1, 2022. (4-8-2022) The Contractor will start the concrete portion of this project on Monday the 11th. (4-22-2022) Concrete work has been completed; we have an issue with a shallow stormwater pipe crossing along Merritt Dr. we are in the process of replacing this pipe, also we have removed three existing trees, one tree for sight distance and two trees for motorist safety. (5-6-2022) Drainage pipe replacement has been completed; we have 30-day settlement period before paving can start. (5-20-2022) The contractor is scheduling the paving portion for Mid-June. (6-10-2022) The paving portion of the project has been completed. (6-24-2022) Line striping has been finished; the project is substantially completed. (7-15-2022) Final inspection by NJDOT is scheduled for 7-19-2022. (8-12-2022) Working on the final punch list items, core sample testing was completed asphalt material and construction complies with the approved specifications. (9-15-2022) the contractor is working on correction couple drainage issues along Merritt and Ridgewood. (10-7-2022) The contractor corrected the drainage issue along Merritt and Ridgewood, still need to correct the minor puddle by Route 9. (10-21-2022) Final change order has been finalized and need Council's approval before we can close out this project with the NJDOT. **(3-17-2023) No update**

NF13-49 Slip Line Portion of the Existing Sanitary Sewer Mains

(8-6-2021) On June 15, 2021, The City awarded the slip lining contract to En-Tech Corop of NJ, for the sum of \$221,277.63. We had the pre-construction meeting on July 29, 2021. During the meeting the contractor requested that an employee from public works be present when they are slip lining the sewer main, to monitor the sewer flows and to address any issue that might come up, the work is scheduled to start the first week of September. (8-26-2021) No update. (9-10-2021) Contractor will start the pipe cleanup next week he had an issue with the NJAWC allocating a fire hydrant for their use. (9-10-2021) the Contractor is scheduled to start on the 14th. (9-23-2021) Contractor started the pipe cleaning on September 20, 2021. (10-8-2021) The contractor finished cleaning

the lines and will start the slip lining on the 11th, project should be completed by October 22nd. (10-22-2021) The project was completed we have an issue with a section of the liner near Roosevelts and Route 9, the Contractor will repair on Monday, total sewer main lined is 4,480'. (11-5-2021) The project has been completed, I still need to review all the videos for the completed work, meanwhile there is a small issue with the main along Roosevelt Avenue near Tilton Road, the Contractor will fix. (12-10-2021) Received the payment request, and all the prep and post installation videos for our review. (1-14-2022) Spoke with the contractor regarding the issue with the slip line at the intersection of Tilton and Roosevelt waiting on his time frame to fix, so we can process the payment. (2-6-2022) Due to the weather the repair can't take place until the temperature is in the upper 40, at this time we recommended a partial payment to the Contractor. (4-8-2022) We prepared the final change order for approval by Council, mainly this change order reflects few discrepancies between the as-built plan and the actual conditions in the field. (4-22-2022) We received the final payment request from the Contractor on 4-202-22, it will be on the next Council meeting agenda for payment. (5-6-2022) Final payment has been submitted, Contractor provided the required maintenance bond. (9-15-2022) Project is completed, only one punch list item remains to be completed. (10-7-202) We are going to prepare bid package for another section of the deep sewer to be slipped lined. (10-21-2022) Bid package has been completed and will be going out to bid next week. (11-25-2022) Bid opening is scheduled for December 2, 2022. (12-8-2022) I prepared the recommendation of award for the Council to approve for Phase II. (1-13-2023) we have the pre-construction meeting setup for January 26, 2023(3-3-2023) Contractor started the slip lining on 2-27-2023. **(3-17-2021) The Contractor is attempting to fix the damaged liner along New Road in front of McDonald, the Contractor will try next week one more method to remove the damaged liner, if it fails, they will need to excavate and replace the pipe.**

NF13-52 2021 Local Road Paving Program

(3-18-2022) This project originally included full width repaving W Revere Ave (Rt 9 & Leeds Ave), Leeds Ave (W Revere & Oakcrest), W Oakcrest (Leeds & Rt 9), Northwood Court, Chestnut Ave (Rt 9 & Maple), Virginia Ave (Shore Rd & Broad St), Jenny Lynn Drive, Catherine Place, Cedarbridge (Oak Ave & Delmar Ct), Franklin Ave (Bike path & Broad St), Putting green (Shore Rd to Broad Street), Madison Ave, and half width repaving for Cedarbridge (Delmar & Zion) and Putting Green (Bike path & Broad St), Mazza Drive was added to the scope of this project. (4-8-2022) We are working on the engineering plans and the bid specifications. (4-22-2022) We completed the field work for Casey Drive, which was added the last Council meeting and should have the plans and specification ready early next month. (5-6-2022) Plans and bid specifications are completed and at the Clerk's office for review. We need Council's approval to go out to bid the project. (6-10-2022) We have bid opening scheduled for June 17, 2022. (6-24-2022) I submitted the recommendation of award for the Council review and approval. (7-15-2022) we had the pre-construction meeting, and the contractor is scheduled to start the first week in August with anticipated completion by November 1st. (8-12-2022) Working on the final punch list items, core sample testing was completed asphalt material and construction complies with the approved specifications. (8-12-2022) The contractor started the concrete work on 8-8-2022. (9-2-2022) Paving is completed at Cedarbridge, Madison, Mazza, Jenny Lynn, West Oakcrest and West Revere. The contractor will finish Northwood on the 7th and will mobilize back the week of September 19th to complete the paving. (9-15-22) The contractor finished 55 % of the project. Will mobilized to finish the paving on September 19th. (10-7-2022) All paving has been completed, the contractor will be the asphalt driveways and the punch list item. (10-21-2022) Contractor completed the line striping, working on the final change order amount and punch list items. (11-10-2022) Project will be under budget, working on the final change order amount and punch list items. (11-25-2022) working on the punch list items. The NJAWC had a main leak at the intersection of Wilson Drive and Wilson Drive the opening was about 7'X6', I am working with the NJAWC on the limits of the pavement restoration. **(3-17-2023) no updates.**

NF13-53 Reconstruction of Oak Avenue (Municipal Aid FY 2022)

The City of Northfield has been awarded FY2022 NJDOT Municipal Aid program grant in the amount of \$285,000.00 for the above referenced project. The reconstruction limits are West Mill Road to the east and Burroughs Avenue to the west. Contractor's bids were received for the project known as "Reconstruction of Oak Avenue" at the Municipal Building on January 4, 2023. The low bidder for the project was Arawak paving Co, Inc with a total bid of \$268,900.00. **(3-17-2023) No update**