

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
MAY 19, 2026**

MEETING CALLED TO ORDER by Shannon Campbell, Deputy Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 10, 2026.

FLAG SALUTE

COUNCIL ROLL CALL: Carfagno, Dewees, Kern, Notaro, Polistina, Smith, Bucci

MAYOR: Chau

APPROVAL OF MINUTES – May 5, 2026

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 151-2026** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 on Property Known as Block 1.03 Lot 16 (5 Julie Drive)
- 152-2026** Authorizing Refund of Overpayment of Taxes
- 153-2026** Authorizing the Waiver of any and all Permit Fees Associated with Exterior Restoration of the Cronin Dental Center
- 154-2026** To Amend Resolution 145-2026, and Establish a New Salary for Thomas Kohler, Part Time Plumbing Inspector and Plumbing Sub Code Official –
- 155-2026** Authorizing Execution of Intergovernmental Services Agreement – Shared Services Agreement with the Atlantic County Prosecutor’s Office and the County of Atlantic
- 156-2026** A Resolution Amending Cash Management Plan of the City of Northfield
- 157-2026** Northfield Cultural Committee Appointments
- 158-2026** Authorizing the Mayor to Sign a Contract Terminating a Contract With Mobile Dredging & Video Pipe, Inc.
- 159-2026** A Resolution Approving A Temporary Payment To The Deputy Municipal Clerk For Performance Of Additional Duties And Responsibilities Within The Office Of Municipal Clerk
- 160-2026** Authorization For The Execution Of A Memorandum Of Agreement Between The State Of New Jersey And The City Of Northfield, NJ, Office Of Emergency Management

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
MAY 19, 2026**

ORDINANCE

12-2026 Amending Chapter 215:17 (B) of the Code of the City of Northfield, Article III,
Land Use And Development Fees
Introduction/No Public Input/Published on the Municipal Website 5/10/2026
2nd Reading/ Public Hearing/ Final Consideration 6/9/2026

PAYMENT OF BILLS \$ 2,722,668.24

MEETING NOTICES

Primary Election	June 2 nd	6am – 8pm Northfield Community School
City Council	June 9th	6pm Work Session Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 151-2026**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON
PROPERTY KNOWN AS Block 1.03 Lot 16 (5 Julie Drive)**

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 1.03 Lot 16 (5 Julie Drive) for 2026 which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a); and

WHEREAS, it is the desire of the City to adjust the records of the Tax Collector in accordance therewith, which is the purpose of this resolution; and

WHEREAS, Julia & Stuart Lockhart acquired title to Block 1.03 Lot 16 (5 Julie Drive) on April 11, 2002; and has been approved effective January 29, 2026; and

WHEREAS, Julia Lockhart is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(b);

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

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 1.03 Lot 16 (5 Julie Drive) as follows due to the fact that said property is exempt:

\$7,083.75 for the year 2026

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to CORELOGIC 3001 Hackberry Road, Irving, TX 75063-0156, for Block 1.03 Lot 16, 5 Julie Drive, Northfield NJ 08225:

\$3,541.88 for the year of 2026

I, Shannon Campbell, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 152-2026**

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

BE IT RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that a refund for overpayment of taxes due to a Cotality wire payment coming through after a Title Company check was applied for the same quarter, and the property has not been sold, pursuant to the following are hereby authorized:

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Cotality-Refunds 3001 Hackberry Road Irvinig, Texas 75063	153	15	Christopher g. & Brigida Driscoll 50 E. Oakcrest Avenue Northfield, NJ 08225	\$2,035.40
Total Amount of Refund:				\$2,035.40

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.

Robin Atlas, CTC

I, Shannon Campbell, RMC, Deputy 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, held this 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 153-2026**

**AUTHORIZING THE WAIVER OF ANY AND ALL PERMIT FEES
ASSOCIATED WITH EXTERIOR RESTORATION OF THE CRONIN
DENTAL CENTER**

BE IT RESOLVED, in accordance with NJSA 52:27D-126b, the Common Council of the City of Northfield, County of Atlantic, New Jersey, hereby authorizes the City of Northfield to waive any and all permit fees associated with exterior restoration of the John Cronin Dental Center at 235 Dolphin Avenue, Northfield, NJ, owned by the County of Atlantic Facilities Management.

I, SHANNON CAMPBELL, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 154-2026**

**TO AMEND RESOLUTION 145-2026, AND ESTABLISH A NEW
SALARY FOR THOMAS KOHLER, PART TIME PLUMBING
INSPECTOR AND PLUMBING SUB CODE OFFICIAL**

WHEREAS, pursuant to Resolution 145-2026, the Common Council of the City of Northfield did authorize the hiring of Thomas Kohler as Part Time Plumbing Inspector and Plumbing Sub Code Official; and

WHEREAS, Resolution 145-2026 incorrectly stated the rate of pay for Thomas Kohler as part time Plumbing Inspector and Plumbing Sub Code Official shall be \$5,000 per annum per annum, prorated for calendar year 2026 based on his date of hire; and

WHEREAS, the correct rate of pay for Thomas Kohler as part time Plumbing Inspector and Plumbing Sub Code Official shall be \$7,500 per annum, prorated for calendar year 2026 based on his date of hire; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the appointment of Thomas Kohler as a part time Plumbing Inspector and Plumbing Sub Code Official, subject to the above rate of pay is hereby approved, effective May 18, 2026; and

BE IT FURTHER RESOLVED, that all other terms and conditions of employment, as set forth in Resolution 145-2026, shall remain unchanged.

I, Shannon Campbell, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 155-2026**

**AUTHORIZING EXECUTION OF INTERGOVERNMENTAL SERVICES
AGREEMENT – SHARED SERVICES AGREEMENT WITH THE
ATLANTIC COUNTY PROSECUTOR’S OFFICE AND THE COUNTY OF
ATLANTIC**

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 City of Northfield and the Atlantic County Prosecutor’s Office and the County of Atlantic intend to establish an Intergovernmental Services Agreement for the purpose of furnishing Northfield Police Department personnel to the Atlantic County Prosecutor’s Office and the County of Atlantic whereby said personnel work under the auspices of the Atlantic County Prosecutor’s Office for the uniform and efficient enforcement of criminal laws; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield that the Mayor and Municipal Clerk be and are hereby duly authorized, empowered and directed to execute the agreement attached hereto as Exhibit "A" entitled "INTERGOVERNMENTAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF NORTHFIELD, THE NORTHFIELD POLICE DEPARTMENT AND THE ATLANTIC COUNTY PROSECUTOR’S OFFICE AND THE COUNTY OF ATLANTIC".

I, Shannon Campbell, RMC, Deputy 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, held this 19th day of May, 2026.

In witness hereof, I have hereunto set my hand and official seal this 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

INTERGOVERNMENTAL SERVICES AGREEMENT

**BY AND BETWEEN
THE CITY OF NORTHFIELD, THE NORTHFIELD POLICE DEPARTMENT
AND
THE ATLANTIC COUNTY PROSECUTOR'S OFFICE
AND
THE COUNTY OF ATLANTIC**

WHEREAS, N.J.S.A. 40A:65-1 *et seq.* authorizes the sharing of services and personnel between governmental entities; and

WHEREAS, the City of Northfield and Northfield Police Department (hereafter referred to as "NPD"), has on prior occasions, furnished personnel (hereinafter referred to as "Law Enforcement Officers") to the Atlantic County Prosecutor's Office and the County of Atlantic (hereinafter referred to as the "ACPO" collectively "Party" or "Parties"), whereby said personnel work under the authority and the auspices of the Atlantic County Prosecutor's Office; and

WHEREAS, N.J.S.A. 57:17N-98 sets forth a public policy of the State of encourage cooperation among law enforcement officers to secure the uniform and efficient enforcement of the criminal laws; and

WHEREAS, the NPD has agreed to provide Law Enforcement Officers to the ACPO, at the discretion of the NPD Chief of Police, on an as needed basis to provide services to and for the ACPO; and

WHEREAS, the NPD is willing to accommodate the needs for services as requested by the ACPO; and

WHEREAS, the NPD and the ACPO agree that the Law Enforcement Officers provided by the NPD shall continue to operate under the terms and conditions of the employee's union contract, if any; and

WHEREAS, the NPD and the ACPO agree that while working the assigned times the Law Enforcement Officers provided by the NPD shall be directed and supervised by the ACPO employees and shall be acting in compliance with work rules set forth by the ACPO; and

WHEREAS, the NPD and the ACPO have been operating under an arrangement, whereby Law Enforcement have been deployed from the NPD to the ACPO, which the parties now wish to formalize (hereinafter referred to as the "*Agreement*");

NOW, THEREFORE, the NPD and the ACPO hereby agree to the following terms and conditions:

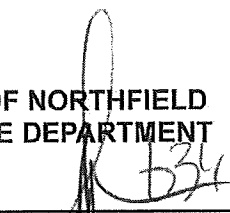
1. The Agreement shall become effective immediately upon completion and signing and will remain in full force and effect for one (1) year.
2. The NPD may provide one or more NPD Law Enforcement Officers to the ACPO.
3. Employees detailed to the ACPO from the NPD may be assigned tasks by the ACPO but shall remain under the full disciplinary control of the NPD. The ACPO retains the right to return any assigned Law Enforcement Officer to the NPD.
4. NPD may recall their Law Enforcement(s) assigned to ACPO at any time should the needs of NPD require their presence to fulfill agency obligations to the City of Northfield.
5. If ACPO determines that NPD assigned Law Enforcement Officer(s) require specialized equipment to fulfill their duties to ACPO, the costs of that equipment will be the sole responsibility of ACPO.
6. The regular compensation for NPD Law Enforcement Officer(s) provided to the ACPO shall be paid for by the NPD and shall include:
 - a. Annual salary of each assigned Law Enforcement Officer.
 - b. Pension contributions.
 - c. Cost of health benefits for Law Enforcement Officer(s) and dependents.

7. NPD acknowledges and agrees that its Law Enforcement Officers are not to be considered employees of the ACPO and/or the County of Atlantic and are not to be covered by the County of Atlantic's Workers Compensation Plan. NPD shall provide ACPO with evidence of Worker's Compensation insurance covering its Law Enforcement Officers while performing under this Agreement. The Law Enforcement Officers are employees of NPD and shall be compensated by NPD.
8. ACPO will reimburse the City for the following:
 - a. Reimbursement of overtime. The overtime rate for each employee shall be governed by their current employment contract with the NPD. Overtime must be incurred during an assignment to the ACPO. The annual limit for reimbursement to the Township is \$3,000 for each individual Law Enforcement Officer assigned. Overtime is subject to funding from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program and based on its fiscal parameters July 1, 2025, through June 30, 2026, and not calendar year.
9. To the extent permissible by law, ACPO agrees to indemnify, defend and hold harmless NPD, its officers, agents, and employees from any claim for bodily injury or property damage arising from NPD's furnishing Law Enforcement Officers to ACPO pursuant to the Agreement provided that such claim is proximately caused by a failure of ACPO to perform any of its obligations set forth herein. ACPO shall not be required to indemnify, defend or hold harmless NPD, its officers, agents, and employees, from any claim caused by any negligent or intentional conduct of NPD, or its Law Enforcement Officers.
10. To the extent permissible by law, NPD shall indemnify ACPO, its agents, officials, and employees, against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, costs and consequences of the granting of this Agreement, including but not limited to the administrative actions, civil actions, and Section 1983 cases, if it is determined that the

act was caused through the negligence or omission of NPD, or its employees or Law Enforcement Officers and NPD shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses for any Law Enforcement Officer involved pursuant to N.J.S.A. 40A:14-155, and/or the city, and if any judgment shall be rendered against the ACPO in any such actions, shall at its owned expense, satisfy and discharge such judgment. NPD expressly understands and agrees that any insurance protection obtained by NPD shall in no way limit the responsibility of NPD to indemnify and defend ACPO, the County of Atlantic, its employees, agents and officials.

11. The City of Northfield shall maintain general liability, workers' compensation, and law enforcement legal liability insurance in the amount of \$1,000,000 per occurrence covering the NPD Law Enforcement Officers assigned to the County's Prosecutor's Office. The County of Atlantic shall maintain general liability, workers' compensation, and law enforcement legal liability insurance in the amount of \$1,000,000 per occurrence covering the ACPO Law Enforcement Officers and employees.
12. The City of Northfield shall name the County of Atlantic, its agents, officials, and employees as additional insured on the liability policies as respects to the actions of the NPD Law Enforcement Officers furnished to the ACPO per the agreement. The County of Atlantic shall name the City of Northfield, its agents, officials, and employees as additional insured on the liability policies as respects to the actions of the ACPO Law Enforcement Officers per the Agreement.
13. No Contract or Agreement will be executed by any persons on behalf of the Parties except by those who have executed this Agreement.
14. The NPD or the ACPO may withdraw from this Agreement by providing at least 10 days written notice to all other parties to the Agreement.


15. Should any condition of the Agreement be found by a court of competent jurisdiction to be void or unenforceable, all other conditions shall remain in force unless the entire Agreement is found by said court to be null and void.

**CITY OF NORTHFIELD
POLICE DEPARTMENT**


Scott Pollak, Chief of Police
Date: 09-12-2026

CITY OF NORTHFIELD

Erland Chau, Mayor
Date: _____

ATLANTIC COUNTY PROSECUTOR'S OFFICE


**William E. Reynolds
Atlantic County Prosecutor**
Date: 4/13/26

COUNTY OF ATLANTIC

**Dennis Levinson
County Executive**
Date: _____

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 156-2026**

**A RESOLUTION AMENDING CASH MANAGEMENT PLAN
OF THE CITY OF NORTHFIELD**

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:5-14, the City of Northfield shall adopt a Cash Management Plan and shall deposit its funds pursuant to that plan; and

WHEREAS, the Cash Management Plan shall include the designation of a depository or depositories as permitted in section 4 of P.L. 1970, c 236 (C.17.9-44); and

WHEREAS, the Cash Management Plan shall be designed to assure, to the extent practicable, the investment of local funds in interest bearing accounts and may be modified from time to time in order to reflect changes in federal or state law or regulations; and

WHEREAS, the Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

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

1. The allegations to the preamble are incorporated herein by this reference.
2. The Cash Management Plan for the City of Northfield be and hereby is adopted.
3. A copy of the Cash Management Plan is attached hereto and made a part of this resolution.

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to do all things necessary to carry out the intent of the resolution.

I, Shannon Campbell, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
IN THE COUNTY OF ATLANTIC, NEW JERSEY**

2026

I. STATEMENT OF INTENT

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the City of Northfield, pending the use of such funds for the intended purposes. The Plan is intended to ensure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the City of Northfield:

Current Fund	Capital Fund
Dog Fund	Trust Escrow Fund
Payroll Account	Recreation Trust
Small Cities Account	Tax Collector’s Account
Trust Fund – Other	Affordable Housing Trust

B. It is understood that this Plan is not intended to cover certain funds and accounts of the City of Northfield, specifically:

Tax Collector’s Premium Account
Tax Collector’s Lien Account
Drug Enforcement/State
Drug Enforcement/Federal
City Confidential Account

III. DESIGNATION OF OFFICIALS OF THE CITY OF NORTHFIELD AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
IN THE COUNTY OF ATLANTIC, NEW JERSEY**

The Chief Financial Officer of the City of Northfield (the “Designated Official”) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the City of Northfield are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

TD Bank	First National Bank of Absecon
NJ ARM	Bank of America
Wells Fargo	Park Bank
OceanFirst Bank	State of New Jersey Cash Management Fund
Truist Bank	

All such depositories holding City funds shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official (s) referred to in Section III above.

V. DESIGNATION OF OFFICIALS TO SIGN CHECK AND WITHDRAWALS OF THE CITY OF NORTHFIELD.

Pursuant to N.J.S.A. 40A:5-17. B (2), that the following named officials shall sign checks and authorize withdrawals for the City of Northfield:

Mayor	Chief Financial Officer
Municipal Clerk	Council President

All checks and withdrawals shall be signed with two (2) signatures (Any combination of the above positions) for all City accounts unless otherwise indicated below.

The City Payroll account will require two (2) signatures, namely the Chief Financial Officer, the Municipal Clerk, or the Council President. Facsimile signatures for the payroll account are permitted, with a maximum dollar amount of \$10,000.00.

The Tax Collector’s Premium account and Tax Collector’s Lien Account will

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
IN THE COUNTY OF ATLANTIC, NEW JERSEY**

require only one (1) signature, namely the Tax Collector or the Chief Financial Officer.

The Drug Enforcement/State and Drug Enforcement/Federal will require two (2) signatures, namely the Chief of Police, the Chief Financial Officer, or the Mayor.

The Confidential Account will require two (2) signatures, namely the Chief of Police, the Chief Financial Officer, or the Mayor.

VI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the designated official(s) of the City referred to in this Plan may deal with for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

None designated.

VII. AUTHORIZED INVESTMENTS.

A. Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
IN THE COUNTY OF ATLANTIC, NEW JERSEY**

- Division of Investment of the Department of Treasury for investment by Local Units;
- (6) Local government investment pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c281 (C.52:18A-90.4); or
 - (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund - An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940”, 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec 270 2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) Which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with the Securities

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
IN THE COUNTY OF ATLANTIC, NEW JERSEY**

and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool - An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act” P.L. 1968, c.410 (c.52:14B-1 et seq) By the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility which changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
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corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

- (g) Notwithstanding the above authorization, the monies on hand in the accounts listed in section 2 shall be further limited as to maturities, specific investments or otherwise as follows:

Limited only to maturities, one (1) year or less

VIII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investments involve a document or security which is not physically held by the City, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the City to ensure that there is no unauthorized use of the funds or the Permitted Investment or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the City or by a third-party custodian prior to or upon the release of the City's funds.

To assure that all parties with whom the City deals either by way of Deposits or Permitted Investments are aware of the authority and limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

IX. REPORTING REQUIREMENTS.

At the regular meeting each month (for those months with two meetings it shall be the second meeting) during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the Finance Chairperson of the City a written report of

**CASH MANAGEMENT PLAN OF THE CITY OF NORTHFIELD,
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any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the City as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Finance Chairperson of the City.

X. COMPLIANCE MATTERS.

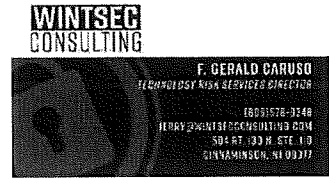
The City follows the MEL's JCMi Banking Best Practices governing wire transfers, ACH payment and check issuance attached to this resolution. The Finance Officer will further confirm that its financial institution will adhere to these requirements.

XI. TERM OF THE PLAN.

This Plan shall be in effect from January 1, 2026, to December 31, 2026. The plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official(s) is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Adopted: May 19, 2026

RESOLUTION NO. 156-2026, ATTACHMENT



Cyber Security Bulletin December 2023

Best Practices for Wire Transfers and ACH Payments

1. **Review contracts with financial institutions** – Your entity’s legal counsel must immediately review all agreements and be certain that the “presumptive liability” is placed on financial institutions that process wire transfers and ACH payments.
2. **Confirm receipt of Best Practices** – Verify that your Chief Financial Officer has reviewed each of these practices and provides specific “no exception guidelines” as to wire transfer and ACH payment policy and procedures.
3. **Include Best Practices in Annual Cash Management Plan** – Require that your Chief Financial Officer includes the entire Best Practices for Wire Transfer, ACH Payments, and Check Issuance protocol as part of the Annual Cash Management Plan pursuant to N.J.S.A. 40A:5-14, which is required to be adopted annually by the governing body.
4. **Establish specific wire transfer and ACH payment requirements** – Wire transfers payments are completed the same day while ACH payments take 1-2 business days for the transaction to be completed. Banking institutions have indicated that ACH payments are more secure than wire transfers. The following requirements must be part of your wire transfer and ACH payments policy:
 - a. Identify at least two authorized individuals in the covered entity who are authorized to execute and confirm wire transfers and ACH payments respectively. The Official with financial administrative rights that is tasked with this process is required to have an appropriate level of responsibility. This official will set up the wire transfer or the ACH payment and the other official, also with an appropriate level of responsibility will authorize the release of the wire or ACH payment directly with the bank utilizing a separate platform other than the electronic platform utilized to initiate the wire, i.e., Telephone call or Phone Text, not an email on the same network.
 - b. Free form wire transfers and ACH payments must be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized are allowed. Wire and ACH Template authorizations should go through the same approval process as noted in a. above, wherein the Finance office initiates and the Administrative office confirms. Also, any changes to a template must be authorized using this same process. A wire transfer or ACH payment requires at least two forms of verification from the vendor bank before a transfer can be authorized. The verification should include: (i) Multi-factor authentication for each authorized user; (ii) user verbal authorization and verbal confirmation using phone contact information on file, not the phone number in an email; and (iii) a limited email exchange to confirm the wire transfer. The additional factor(s) can be a text with a code sent to an authorized user’s smartphone, a hard token, or biometrics. The email exchange shall never contain specific information relating to the actual contents of the transfer.

- c. For all wire/ACH transfer of funds, the following information is required:
- i. Must create a template for all transactions.
 - ii. Name of person spoken to, including the recipient vendor title and telephone number.
 - iii. Name of the two individuals from the covered entity that verbally and in writing confirmed the authorization of the transfer, and the receiving bank information, including routing number, account number and dollar amount.
 - iv. Confirming telephone call to vendor/receiving entity verifying transfer authorization, receiving bank information including routing number, account number and dollar amount.
 - v. Memorialization of the transfer and confirmation of completion of the transaction.
 - vi. Exception to the above is when a recurring transaction with an established template is transacted, steps iii-v will not have to be completed.
- d. Memorialization of each transfer/payment must be filed with the Chief Financial Officer/JIF treasurer and made available for audit.
- e. A detailed description of all wire transfers and ACH payments must be filed with the Chief Administrative Officer and the Clerk.
- f. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- g. Entities are required to establish a policy restricting the frequency of wire transfers to infrequent or emergent matters, and real estate transactions, rather than for routine payments to vendors. The frequency of fraudulent transactions for wire transfers is far greater than for checks. Templates must be set up for wire transfers and ACH payments.
- h. Entities are required to placing a dollar limit on wire transfers and ACH payments that is reasonable to your size entity but recognize when setting that limit that your coverage is limited to the maximum coverage of the crime policy and your entity will be responsible for any losses between the coverage limits and the wire limit you set.
- i. Establish on-line banking alerts for all wires & ACHs changes to a template. The online banking policy must include a requirement that the wire/ACH is not released until the recipient of the alert approves it.
- j. Covered entities are required to restrict all permissions on international wires. Authorized users are required to set up the restrictions on the banking institution's on-line system.
- k. Each Chief Financial Officer must utilize blocks and alerts in their banking system to ensure that any transactions not specifically authorized will be flagged by the banking system, and the Chief Financial Officer must authorize each flagged transaction. **The use of a Payee Positive Pay system for all checks and ACH transactions is required.** Additionally, daily review of overnight transactions and balances to identify any unusual transactions or events is strongly recommended.
- l. Notify the bank and Chief Financial Officer/Treasurer/Responsible individual immediately if suspicious activity is detected.

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 157-2026**

NORTHFIELD CULTURAL COMMITTEE APPOINTMENTS

IT IS HEREBY RESOLVED by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that the appointment of the following persons to the Northfield Cultural Committee for calendar year January 1, 2026 through December 31, 2026, is hereby approved, ratified and confirmed:

Roy Clark, Museum Curator
David Goldstein, Volunteer
Robert Patrick, Volunteer
Joan Pullan Brennan, Volunteer
Eleanor Webb, Museum Volunteer
Jay Hurley, Volunteer
Jacqueline Dewees (*as of 5/19/26*)
MaryJane Hurley (*as of 5/19/26*)

I, Shannon Campbell, Deputy Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Regular Meeting of the Common Council of the City of Northfield, held this 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 158-2026**

**AUTHORIZING EXECUTION OF TERMINATION OF CONTRACT
WITH MOBILE DREDGING & VIDEO PIPE INC.**

WHEREAS, on May 7, 2025, the City of Northfield and Mobile Dredging & Video Pipe entered into a contract (“Contract”) for the provision of various sanitary sewer main and manhole rehabilitation as more fully set forth in the Contract; and

WHEREAS, the City of Northfield and Mobile Dredging & Video Pipe both desire to terminate the remainder of the said Contract on terms and conditions to be set forth in the appropriate termination document; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Northfield that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute the appropriate termination document to terminate the remainder of the Contract between the City of Northfield and Mobile Dredging & Video Pipe for the provision of various sanitary sewer main and manhole rehabilitation as more fully set forth in the Contract.

I, Shannon Campbell, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Northfield, held this 19th day of May, 2026.

In witness hereof, I have hereunto set my hand and official seal this 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 159-2026**

**A RESOLUTION APPROVING A TEMPORARY PAYMENT TO THE
DEPUTY MUNICIPAL CLERK FOR PERFORMANCE OF ADDITIONAL
DUTIES AND RESPONSIBILITIES WITHIN THE OFFICE OF
MUNICIPAL CLERK.**

WHEREAS, the City of Northfield (the City) employs a Municipal Clerk and Deputy Municipal Clerk to perform various duties within the Office of the Municipal Clerk; and

WHEREAS, under N.J.S.A. 40A:9-135, in the absence of the Municipal Clerk, the Deputy Municipal Clerk shall have the powers of the Municipal Clerk and shall perform the functions and duties of such office; and

WHEREAS, due to a leave of absence by the Municipal Clerk the duties within that office have been the sole responsibility of the Deputy Municipal Clerk, Shannon Campbell (DC Campbell); and

WHEREAS, while statutorily obligated to perform the duties of Municipal Clerk, the City Council wishes to provide additional compensation to DC Campbell in recognition of the increased responsibilities now upon her; and

WHEREAS, it is the intent that this additional compensation be provided for the duration of the time in which the DC Campbell is solely responsible for the tasks and duties of the Office of Municipal Clerk; and

WHEREAS, at which time DC Campbell is no longer solely responsible for the tasks and duties of the Office of Municipal Clerk, this compensation shall cease.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, as follows:

1. The statements of the preamble are hereby incorporated as if set forth in full herein.
2. Effective and retroactive to May 1, 2026, Deputy Clerk, Shannon Campbell, shall receive compensation in the amount of one hundred and twenty-five (\$125.00) per week for each week she is solely responsible for the duties of the Municipal Clerk. This amount may be pro-rated to a per-diem amount in the event she does not perform the duties for a full week.
3. The compensation shall cease at time which Deputy Clerk Campbell is no longer solely responsible for the duties of the Municipal Clerk.

4. The amount provided not be a part of Deputy Clerk Campbell's base salary.
5. This Resolution shall be effective immediately.
6. All employees and officials are directed to act in accordance with the intent of this Resolution and the accompanying Sidebar Memorandum of Agreement.

I, Shannon Campbell, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 160-2026**

**AUTHORIZATION FOR THE EXECUTION OF A MEMORANDUM OF
AGREEMENT BETWEEN THE STATE OF NEW JERSEY AND THE CITY OF
NORTHFIELD, NJ, OFFICE OF EMERGENCY MANAGEMENT**

WHEREAS, the City of Northfield has opted to apply for grant funding under the Federal Emergency Management (FEMA) Public Assistance and/or Hazard Mitigation programs for presidentially declared major disasters; and

WHEREAS, the State of New Jersey Office of Emergency Management implements and administers the grant funds under the FEMA Program; and

THEREFORE, BE IT RESOLVED that the Mayor is hereby authorized to enter into and execute the Memorandum of Agreement, incorporated herein as Exhibit A, between the State of New Jersey and the City of Northfield, NJ, Office of Emergency Management.

I, SHANNON CAMPBELL, Deputy 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 19th day of May, 2026.

Shannon Campbell, RMC
Deputy Municipal Clerk

Resolution No. 160-2026, Exhibit A
Memorandum of Understanding (MOU)

MEMORANDUM OF UNDERSTANDING

BY and BETWEEN

THE STATE OF NEW JERSEY

AND

City of Northfield

This Memorandum of Understanding (Agreement), made and entered into between the New Jersey Office of Emergency Management, hereinafter referred to as the "NJOEM," and City of Northfield

officially domiciled at 1600 Shore Road, Northfield, NJ

hereinafter referred to as the Subgrantee relating to application for grants under the Federal Emergency Management Agency (FEMA) Public Assistance and/or Hazard Mitigation programs for presidentially declared major disasters.

WHEREAS, The NJOEM, on behalf of the State of New Jersey, is the Grantee receiving funding under the FEMA Public Assistance and/or Hazard Mitigation programs as authorized under the Stafford Act and has the fiduciary responsibility to ensure those funds are spent on eligible Subgrantee facilities and activities, and are properly reimbursed to the Subgrantee; and

WHEREAS, under current information provided, FEMA has determined that the Subgrantee is eligible to apply for and/or receive FEMA funding under the Public Assistance and/or Hazard Mitigation programs, subject to approval of a Project Worksheet for Public Assistance or application for a Hazard Mitigation grant;

WHEREAS, this agreement is part of the application for Disaster Assistance and will become effective and binding upon approval of a Project Worksheet or Hazard Mitigation Grant and signature on behalf of NJOEM;

NOW, THEREFORE, in consideration thereof, the parties hereby agree as follows:

Responsibilities of the Subgrantee

The Subgrantee is primarily responsible for compliance with and agrees to obtain a working knowledge of the Stafford Act and all applicable FEMA regulations as provided in 44 CFR and FEMA policies that govern the Public Assistance and/or Hazard Mitigation programs and shall adhere to the application of the Stafford Act and those applicable regulations and policies and OMB Circulars A-87, A-102, A-110 and A-133 as a condition for the acceptance of and expenditure of said FEMA funding.

As a further condition for the acceptance of and expenditure of FEMA funding, the Subgrantee hereby agrees to follow all NJOEM guidelines, regulations and directives, to include but not be limited to the following:

- Use NJEMGrants.org, as applicable, to access forms and submit Requests For Reimbursement (RFR) and supporting documentation.
- Subgrantee agrees to promptly notify NJOEM and FEMA of any project that involves the following:
 - Work taking place in floodplains or wetlands
 - Improved projects that increase the size or footprint of a facility (PA Program)

Memorandum of Understanding (MOU)

- Alternate projects (PA Program)
- Relocated projects
- Hazard mitigation projects affecting floodplains or wetlands, such as culvert enlargements
- Any project that changes the function of a facility
- Work affecting facilities with historic significance

Such projects have the potential to be subject to additional FEMA review as they may trigger additional Federal compliance requirements in accordance with by the National Historic Preservation Act (NHPA), the National Environmental Policy Act (NEPA), Executive Order 11988 (Floodplain Management), Endangered Species Act (ESA) and other applicable Federal Laws.

- The Subgrantee shall assure that all project documents are made available to NJOEM, FEMA, Department of Homeland Security, Office of Inspector General (OIG) or to any other state or federal agency as determined by NJOEM, to include but not limited to: insurance policies, insurance proceeds received as a result of the disaster, and all other documentation substantiating eligible costs.
- All records, reports, documents and other material delivered or transmitted to NJOEM by the Subgrantee shall become the property of NJOEM.
- The Subgrantee shall obtain and maintain such types and extent of insurance as are reasonably available, adequate, and necessary to protect against future loss from similar hazards to the extent required under 44 CFR 206.250-206.253. This insurance must, at a minimum, be in the amount of the Federal grant award plus any non-Federal share.
- The Subgrantee is responsible for compliance with all federal and state laws, regulations and policies. The Subgrantee should pay particular attention to those regulations and policies whose non-compliance may make Subgrantee eligible for corrective action under the NJOEM. Those policies are listed in Exhibit B, attached to and made part of this MOU.
- The Subgrantee may be required to execute a separate subgrant agreement for Hazard Mitigation Grant Program projects in addition to this MOU.
- The Subgrantee agrees to monitor NJEMGrants.org for any changes in law, regulations, policy or procedure which affects the Subgrantee's grant requirements.
- The undersigned, as the appointed agent of the Subgrantee hereby declares that the individual(s) named herein as the Subgrantee's agent(s) are knowledgeable of the requirements outlined herein.

The Subgrantee hereby acknowledges that failure to adhere to all applicable state and federal law, regulations, policies and directives may result in suspension and/or termination of funding / reimbursements and/or all or part of the de-obligation of previously received funding.

Responsibilities of the NJOEM

- NJOEM agrees to maintain NJEMGrants.org subject to the availability of funding.
- NJOEM shall, through the Subgrantee's assigned Disaster Recovery Specialists, review Subgrantee's Request For Reimbursements, assist Subgrantee in correcting any deficiencies, and disburse reimbursement requests to the Subgrantee as timely as possible.
- NJOEM shall communicate to the Subgrantee, in a timely manner, any changes in law, regulations, policy or procedure which affects the Subgrantee's grant requirements through NJEMGrants.org, or appropriate alternate methods of communication.
- NJOEM shall provide technical assistance, advice on best practices and other education outreach programs to assist the Subgrantee in the formulation and management of its FEMA grants (see Disclaimer paragraph herein below).

Memorandum of Understanding (MOU)

Term of Agreement

This MOU shall remain in full force and effect as long as the Subgrantee has outstanding FEMA grants that have not been closed out and/or the Subgrantee receives future FEMA funding, including the record retention period. Any changes in regulations, policies or procedures applicable to disaster funding shall constitute an amendment to this Agreement.

Results of De-Obligation

The Subgrantee acknowledges that all final actions by FEMA to de-obligate funding are the financial responsibility of the Subgrantee and said amounts de-obligated shall be remitted to NJOEM by the Subgrantee immediately upon demand or in accordance with NJOEM policy.

Limitation of Liability

The Subgrantee acknowledges that this MOU is intended for the benefit of the Grantee and the Subgrantee and does not confer any rights upon any third parties. Furthermore, the Subgrantee hereby agrees to hold harmless and indemnify Grantee from any actions or claims brought on behalf of any third parties to whom services or materials are provided or who provides services or materials under any project funded by the FEMA Public Assistance and/or Hazard Mitigation programs.

Disclaimer

In its capacity as the Grantee and state fiduciary of Federal Emergency Management Agency (FEMA), and other federal grant funds, the NJOEM provides technical assistance and education outreach programs to current and potential Subgrantees (collectively referred to as "Subgrantees") of the FEMA Public Assistance and/or Hazard Mitigation programs.

Technical assistance includes the application of specific knowledge to a specific situation in order to address a specific need and as such is not a legal opinion or an endorsement of the Subgrantee's grants management practice, Education outreach programs include general programmatic grants management guidance for a Subgrantee to use in administering its own grants management program. NJOEM does not render legal opinions to Subgrantees, but rather provides information intended to assist a Subgrantee prudently manage its own grants management program by employing effective methods and sound practices to manage FEMA grants.

Technical assistance and other grants management information provided by NJOEM and adopted by the Subgrantee, does not serve as NJOEM's endorsement of the Subgrantee's grants management practice and does not relieve the Subgrantee of the responsibility of assuring that its grants management practice is in compliance with applicable laws, regulations and policies as required by the FEMA Public Assistance and/or Hazard Mitigation programs.

The Subgrantee, by its decision to participate in the FEMA Public Assistance and/or Hazard Mitigation programs, bears the ultimate responsibility for ensuring compliance with all applicable state and federal

Memorandum of Understanding (MOU)

laws, regulations and policies, and bears the ultimate consequences of any adverse decisions rendered by NJOEM, FEMA, or any other state and federal agencies with audit, regulatory, or enforcement authority. Throughout the grants management process, NJOEM, as the state fiduciary of this federal funding, reserves the right to demand that the Subgrantee comply with all applicable state and federal laws, regulations and policies, terminate reimbursements and take any and all other actions it deems appropriate to protect those funds for which it is responsible.

Discrimination Clause

The Subgrantee agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and the Americans with Disabilities Act of 1990.

The Subgrantee agrees not to discriminate in its employment practices, and will render services under this Agreement without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by the Subgrantee or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

Memorandum of Understanding (MOU)

Notices

All notices and other communications pertaining to this Agreement shall be in electronic format and/or writing and shall be transmitted either by e-mail, personal hand-delivery (and receipted for) or deposited in the United States Mail, as certified mail, return receipt requested and postage prepaid, to the other party, addressed as follows:

New Jersey State Police Recovery Or NJEMGrantsHelp@njsp.gov
Bureau
PO Box 7068
West Trenton, NJ 08628
ATTN: Captain James Boland

IN WITNESS WHEREOF, the parties have executed this Agreement on the day, month and year first written above.

WITNESSES:

State's Witness
Name:

State Coordinating Officer
Name: James Boland
Title: Captain
Telephone Number:

Date



Entity's Witness
Name:

Chief Elected/Appointed Official
or Chief Executive Officer
Name:
Title:
Telephone Number:

Date

Exhibit A

Designation of Applicant's Agent

Provide the information below for 1 primary and 2 alternate individuals that will be designated as agents.

Primary Agent's Name:

Title:

Telephone number:

Email Address:

Alternate Agent's Name:

Title:

Telephone number:

Email Address:

Alternate Agent's Name:

Title:

Telephone number:

Email Address:

I,
as Chief Elected or Appointed Official of the Subgrantee am authorized to execute and file an Application for Public Assistance on behalf of the Subgrantee for the purpose of obtaining certain State and Federal financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended). The above named agents(s) is/are authorized to represent and act on behalf of the Subgrantee in all dealings with the State of New Jersey on all matters pertaining to the management of grants and disaster assistance received from FEMA as required by this MOU.



Chief Elected/Appointed Official or

Chief Executive Officer

Name:

Title:

Telephone Number:

Date

Exhibit B

POLICIES ELIGIBLE FOR CORRECTIVE ACTION

The policies below are examples of the policies eligible for corrective action by NJOEM. They are NOT inclusive of all actions which may be subject to corrective action.

Policy	Summary of Policy
Advances	Expenses related to Project Worksheets (PW) must be within the scope of the PW
Requests For Reimbursement (RFR)	RFRs must exceed \$2,500 per submission
Compliance	Subgrantees who receive grant funds greater than \$500,000 are required to comply with OMB Circular A-133 and proactively work with NJOEM to correct any deficiencies.
Federal Funding Accountability and Transparency Act (FFATA)	It is the responsibility of the Subgrantee to provide information as requested by NJOEM to comply with the Federal Funding Accountability and Transparency Act.
Document Retention	Subgrantee must maintain original documentation throughout the life of the PW and retain the documentation for a minimum period of three years after closeout (44 CFR 13.42)
Unused Funds	Subgrantee is responsible for identifying, in a timely manner, all funds not used after the completion of a project and upon identification to immediately return those funds to NJOEM (44 CFR 206.205 and NJOEM policy)
Return of De-Obligated Funds and Interest	Subgrantee is required to return all de-obligated funds to NJOEM within 60 calendar days of notice as well as remit any interest accrued on grant funds (44 CFR 13.21)
Fraud, Waste or Abuse	Initial findings by NJOEM indicating fraud, waste or abuse may have immediate impact on funding and be reported.
Quarterly Reporting	All competed and accurate quarterly reports are due within 15 days after the end of the quarter (44 CFR 206.204)
Procurement	All procurement must be in compliance with state and federal law and regulations to include taking affirmative steps to assure that minority firms, women's business enterprises and labor surplus area firms are used when possible (44 CFR 13.36)
Project Timelines	All projects are required to be completed within the milestones stated in the regulations. It is the responsibility of the Subgrantee to file a timely request for extension if so required (44 CFR 206.204)
Special Provisions	Subgrantees are required to comply with NEPA and NHPA
Insurance	Subgrantees shall comply with the obtain and maintain insurance requirements or obtain a waiver from the New Jersey Department of Banking and Insurance Commissioner (44 CFR 206.250-206.253)
Debarred and Suspended Contractors	Subgrantees shall not make any awards to debarred, suspended or otherwise ineligible contractors (44 CFR 13.36 (b) (8) and www.epls.gov)

STATE OF NEW JERSEY W-9/QUESTIONNAIRE INSTRUCTIONS

The enclosed form is required by the State of New Jersey's Comprehensive Financial System, and must be completed by vendors/payees who intend to do business with the State of New Jersey or by New Jersey State employees who are seeking reimbursement for travel or training expenses. Please answer ALL questions and print clearly. If you have questions or need assistance completing the form, please contact vendor control at (609) 633-8183 or via email: AAIUNIT@treas.state.nj.us.

PART I. REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

Part One is a W-9 form as required by the Internal Revenue Service to verify the name, address, and federal identification number for vendor/payees who may receive a 1099.

For questions 1-4:

If there is no preprinted data, populate the form with the vendor/payee's name (as shown on your tax return), address, city, state, and zip code, and sign and date the form under question number five.

If the form contains preprinted data and the preprinted information is correct, sign and date the form under question five.

If the form contains preprinted data and the preprinted information is not correct, cross out the incorrect data and make any changes immediately to the right of the preprinted information and sign and date the form under question five.

PART II. VENDOR/PAYEE DATA: STATE OF NEW JERSEY VENDOR/PAYEE INFORMATION QUESTIONNAIRE

1. Enter the code that best describes the primary business function from the choices provided.
2. Print the name, phone number, and e-mail address of the primary contact person for the vendor listed in Part One.

If you are an employee of the State of New Jersey or manage a Confidential Fund or a Petty Cash Fund for a State agency, do not answer the remaining portion of the questionnaire (Questions three and four).

3. Enter the principle activity of your organization from the choices provided.
4. Enter the code that best describes your organization from the choices provided.

SUBMISSION OF THE STATE OF NEW JERSEY W-9/QUESTIONNAIRE

Mail or fax completed forms to The Office of Management and Budget (OMB):

OMB-Vendor Control Unit
PO Box 221
Trenton, NJ 08625-0221

Fax: (609) 984-5210

ACCESSING YOUR ACCOUNT INFORMATION

Details regarding specific payments, similar to a check stub, may be obtained over the internet through the Vendor Payment Inquiry (VPI) system. To access VPI, users must first create a 'MyNewJersey' portal account.

Begin by logging onto the State of New Jersey's web page, <http://www.state.nj.us> and creating a log in and password (click on the 'register' link under the 'home' tab). Once the 'MyNewJersey' portal account has been established, users will have to sign up for the VPI application by clicking the 'enroll here' button on our website, https://www20.state.nj.us/TYM_VPI/

The online tutorial for VPI can be found at https://www20.state.nj.us/treasury/omb/TYM_VPI/docs/GettingStarted.pdf

VPI provides two years of historical data (such as issuing agency, payee reference, payment amount, payment date, etc) and allows for the review of scheduled payments.

**STATE OF NEW JERSEY
W-9/QUESTIONNAIRE**

THE STATE OF NEW JERSEY REQUIRES THE FOLLOWING INFORMATION TO ESTABLISH YOUR NAME, ADDRESS AND TAXPAYER ID ON STATE RECORDS. THE INFORMATION IS USED TO POPULATE AND MAINTAIN THE STATE'S VENDOR/PAYEE FILE AND MUST BE COMPLETED BEFORE PAYMENTS ARE MADE.

IMPORTANT: YOU WILL NOT BE PAID BY THE STATE OF NEW JERSEY UNTIL THIS FORM IS COMPLETED, SIGNED AND RETURNED. FOR ADDITIONAL INFORMATION CALL (609) 633-8183 OR EMAIL: AAIUNIT@TREAS.STATE.NJ.US

Return completed form to:
OMB VENDOR CONTROL
PO BOX 221
TRENTON, NJ 08625 or
FAX: (609) 984-5210

PART I. REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

1. **Name** (as shown on your tax return):

Doing business as (if different than name):

2. **Address line 1:**

Address line 2:

3. **City:** _____ **State:** New Jersey **Zip:** _____

If the above contains preprinted data that is incorrect, cross it out and write the correct information immediately next to it.

4. **Taxpayer Identification Number (TIN)** Enter your TIN below and select the type of number listed.

- SOCIAL SECURITY NUMBER
 EMPLOYER IDENTIFICATION NUMBER

5. **Certification: Under penalties of perjury, I certify that:**

- (1) The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
(2) I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
(3) I am a U.S. citizen or other US person as defined by the IRS.

Certification Instructions: You must cross out item (2) above if you have been notified by the IRS that you are currently subject to backup withholding because of underreported interest or dividends on your tax return. For real estate transactions, item (2) does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an IRA, and generally payments other than interest or dividends, you are not required to sign the certification, but you must provide your correct TIN.

Sign Here

Signature



Date

PART II. VENDOR/PAYEE DATA: STATE OF NEW JERSEY VENDOR/PAYEE INFORMATION QUESTIONNAIRE

1. Enter the code from the list below that best describes your primary business function:

VENDORS

VG=VENDORS WHO SELL OR MANUFACTURE GOODS

HC=HEALTHCARE SERVICES (NON STATE AGENCIES)

VS=VENDORS WHO RENDER SERVICE OR RECEIVE RENT PAYMENTS

LG=LEGAL SERVICES

CS=CONSTRUCTION VENDORS WHO RENDER SERVICES

CG=CONSTRUCTION VENDORS WHO SELL OR MANUFACTURE GOODS

GOVERNMENT ENTITIES

AC=AUTHORITY/COMMISSION

CF=CONFIDENTIAL FUND

PC=PETTY CASH

SD=SCHOOL DISTRICT

FA=FEDERAL AGENCY

FD=FIRE DISTRICT

CM=COUNTY/MUNICIPALITY

EP=NJ STATE EMPLOYEE

SA=STATE AGENCY

WB=WELFARE BOARD

CU=STATE COLLEGE/UNIVERSITY

OTHER VENDORS

OT=OTHER VENDOR (PLEASE SPECIFY) _____

2. **Primary Contact Information (ALL FIELDS ARE REQUIRED):**

Name: _____ Phone: _____ Email: _____

Please check here if you are interested in receiving information about payments by direct deposit.

IF YOU ARE A NJ STATE EMPLOYEE, NJ MANAGER OF A CONFIDENTIAL FUND OR PETTY CASH FUND, DO NOT ANSWER THE BALANCE OF THE QUESTIONNAIRE.

3. What is the principle activity of your organization?

M=MANUFACTURING

H=HEALTH RELATED SERVICE

C=CONSTRUCTION

L=LEGAL

S=SERVICE

G=GOVERNMENT

O=OTHER (PLEASE SPECIFY) _____

4. Enter the code from the list below that best describes your organization

C=CORPORATION

I=INDIVIDUAL

P=PARTNERSHIP

L= LIMITED LIABILITY COMPANY

IMPORTANT: ANSWER ALL QUESTIONS (PRINT CLEARLY OR TYPE)

Exhibit D

OMB Approval No.0341-0042

ASSURANCES- CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Standard Form 4240 (4-88)
Prescribed by OMB Circular A-102

Exhibit D

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. §§ 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333) regarding labor standards for federally assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
19. Will comply with all applicable requirements of all other Federal Laws, Executive Orders, regulations and policies governing this program.

Exhibit E



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address

FEMA PA and HM Program

2. Application Number and/or Project Name

3. Applicant Tax ID Number

4. Typed Name and Title of Authorized Representative



5. Signature

6. Date

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 12-2026**

**AMENDING CHAPTER 215:17 (B) OF THE CODE OF THE CITY OF
NORTHFIELD, ARTICLE III, LAND USE AND DEVELOPMENT FEES**

BE IT ORDAINED, by the Common Council of the City of Northfield, County of Atlantic and State of New Jersey as follows (added text underlined; deleted text stricken):

§ 215-17. Fees.

A. NO CHANGE

B. (1) – (20) NO CHANGE

(21) Professional review costs

a. Professional review costs for planner, engineer, attorney, or other professional retained on behalf of the City of Northfield for the purpose of reviewing, analyzing, inspecting, research, or preparation of documents. The applicant shall be responsible for payment of all such costs incurred. The applicant shall, at the time of filing an application, be required to post the following minimum amounts:

1. Request for interpretation pursuant to N.J.S.A. 40:55D-70b: ~~\$250~~500. If the interpretation request is accompanied by a variance request, the review fee for the variance shall apply
2. Minor subdivision application involving no variances or exceptions, including any application for waiver of site plan approval: ~~\$500~~1,000.
3. Appeals from the decision of an administrative officer pursuant to N.J.S.A. 40:55D-70a: ~~\$500~~1,000.
4. Request for a variance pursuant to N.J.S.A. 40:55D-70c: ~~\$500~~1,000.
5. Request for a variance pursuant to N.J.S.A. 40:55D-70d: ~~\$1,000~~2,000.
6. All other noncommercial applications: ~~\$250~~500.
7. All other commercial applications: ~~\$500~~1,000.

b. NO CHANGE

c. NO CHANGE

(22)– (30) NO CHANGE

SEVERABILITY

If any section, paragraph, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

REPEAL OF PRIOR ORDINANCES

All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

EFFECTIVE DATE

This ordinance shall take effect after final passage and publication as provided by law.

The above Ordinance was passed on first reading at a Regular Meeting of the Common Council of the City of Northfield, New Jersey on the 19th day of May 2026, and will be taken up for a second reading, public hearing and final passage at a meeting of said Council held on June 9th 2026, in Council Chambers, City Hall, Northfield, New Jersey.

Shannon Campbell, RMC
Deputy Municipal Clerk

Erland Chau, Mayor

FIRST READING: May 19, 2026
PUBLICATION: May 20, 2026
SECOND READING: June 9, 2026
PUBLICATION: June 10, 2026

ENGINEER'S REPORT

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 May 19, 2026

DATE: May 15, 2026

PROJECTS:

NF13-41 **Zion Road Pump Station Upgrade**

The standby generator was commissioned, and the contractor performed a load bank test, just waiting on the final UL certification, so we can close out this project. **(2-20-2026)** UL certification was scheduled for today but was canceled due to the rain. **(3-24-2026)** UL certification has been completed.

NF13-27 **Local Recreation Improvement Grant:**

The project has been completed waiting on the final documents, so we can submit the paperwork to the state so we can close out this project and get the final payment from the State.

We are working on the application to the FY2026 Local Recreation Improvement Grant for the pavilions at the picnic area at Birch Grove Park. **(3-24-2026)** we are waiting on the canceled check to start the close out process for the project. **(4-3-2026)** We received the maintenance bond the format needs to be changed.

(2-20-26) Grant application was submitted on 2-13-2026 for the 4 pavilions.

NF13-57 **Habitat for Humanity Projects:**

Reviewed the proposed re-development plan, made couple minor revisions to accommodate the proposed development. **(3-24-2026)** I have a meeting with Ms. Lex Kochmann next Tuesday to start the project design. **(4-3-2026)** I had a meeting with the design team, they are working on the final building layout, so we can start the design work. **(4-17-2026)** The developer for the is requesting information regarding the agreement for the storm water management system maintenance (would there be a formal agreement). **(5-15-2026)** **we are looking to revise the layout for the parcel at the corner of Dolphin and Harvey due to the location of the low area on site.**

NF13-58 **Reconstruction of Wabash Avenue:**

We submitted to Council the final change order for approval, so we can close out this project.

NF13-00 **Mill and Zion Road Intersection:**

(5-1-2026) County Engineer asked if the Mayor can send a letter to the County Executive to request the that this intersection is paved by the County.

NF13-51 Bleachers at Birch Grove Park:

(5-15-2026) we started the surveying work, so we can prepare the plans for the concrete work, and we are looking to purchase the bleachers from an Approved State Vender.