

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
MAY 2, 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** – April 18<sup>th</sup>

**MAYOR'S REPORT**

**CITY ENGINEER'S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 104-2023      Authorizing a Professional Planner to Provide Planning Services for the City of Northfield’s Affordable Housing Obligations, and in Accordance with N.J.S.A. 40a:11-5 (1) as a Professional Service
- 105-2023      Employment Status Change from Temporary Part Time to Regular Part Time for Payroll Specialist
- 106-2023      Authorization to Hire Part Time Firefighter/EMT
- 107-2023      Inserting an Item of Revenue in the 2023 Budget
- 108-2023      Inserting an Item of Revenue in the 2023 Budget
- 110-2023      Resolution to Cancel Grant Balances
- 111-2023      Authorization to Apply for a Stormwater Grant from the New Jersey Department of Environmental Protection

**ORDINANCE**

- 7-2023      An Ordinance Amending Chapter 233, Article II, Section 233-5 of the Code of the City of Northfield Governing Use of Power Lawn Equipment  
*Introduction / No Public Input / Published in the Press of AC 05/06/2023*  
*2<sup>nd</sup> Reading / Public Hearing / Final Consideration 05/16/2023*

**PAYMENT OF BILLS**      \$ 3,319,022.22

**MEETING NOTICES**

City Council      May 16<sup>th</sup>      6pm Work Session  
Regular Session immediately following

**ADJOURNMENT**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 104-2023**

**AUTHORIZING A PROFESSIONAL PLANNER TO PROVIDE  
PLANNING SERVICES FOR THE CITY OF NORTHFIELD'S  
AFFORDABLE HOUSING OBLIGATIONS, AND IN ACCORDANCE  
WITH N.J.S.A. 40A:11-5 (1) AS A PROFESSIONAL SERVICE**

**WHEREAS**, there exists the need to appoint a Professional Planner for the purpose of formulating the City of Northfield's Council On Affordable Housing (COAH) Compliance Plan; and

**WHEREAS**, the Common Council of the City of Northfield wishes to appoint Tiffany CuvIELLO, PP, LLC, 7 Equestrian Drive, Galloway, NJ 08205.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that this professional service be awarded to Tiffany CuvIELLO, PP, LLC, 7 Equestrian Drive, Galloway, NJ 08205, in accordance with the terms of the Agreement incorporated herein as Exhibit A, in an amount not to exceed \$10,000.00.

**BE IT FURTHER RESOLVED** that certification of funds has been received from the Municipal Finance Officer, and that funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against line 03-20-155-200.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 2<sup>nd</sup> day of May, 2023.

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Mary Canesi, RMC, Municipal Clerk

**PAYMENT NON-CONTINGENCY**

It shall be understood that payment will in no way be contingent upon approvals of any agency or reviewing bodies. This applies to work product and not to the approval of the payment of invoices by the Governing Body.

**PRINTS**

All reproduction and printing costs shall be billed to the client at current square footage rates. Reproduction and printing shall include prints, cloth prints, duplicate mylar transparencies and Photostat copies.

**MEETINGS**

Attendance at evening meetings is scheduled subject to availability based on a first request basis.


**TERMINATION**

Either the consultant or the client shall have the right to terminate this Agreement by notifying the other party in writing by certified mail. In the event of termination, the client shall pay all outstanding balances effective the date of the termination of the work.

**PROFESSIONAL SERVICES DISCLOSURE**

I look forward to working with the City in this endeavor. Please contact me with any questions. Thank you.

Very truly yours,

  
Tiffany A. Morrissey, PP, AICP

Signed \_\_\_\_\_

Printed \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**Tiffany A. CuvIELLO, PP, LLC**  
*Community Development and Planning*

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April 21, 2023

Northfield City Council  
1600 Shore Road  
Northfield, NJ 08225

Attention: Mary Canesi, Registered Clerk

Re: COAH Planning Services

Dear Ms. Canesi:

I would be pleased to continue providing Planning Services for the City's affordable housing needs. Please accept this proposal to continue assisting the City Council with respect to Professional Planning Services. All work will be invoiced at an hourly rate of one hundred and twenty-five dollars (\$125.00).

**SCOPE OF WORK**

Overview of Affordable Housing Obligation and Site Specific Analysis

To work with the City in amending their Housing Element and Fair Share Plan to accommodate a possible new parcel of land. A review of the impacts on the current obligation and analysis. If determined appropriate to amend the plan, the preparation of a Housing Element and Fair Share Plan amendment and Spending Plan amendment if applicable. The process also includes negotiations with Fair Share Housing Center to amend the City's Settlement Agreement.

In the event any challenges or alternatives are presented, I would assist the City in addressing those issues as they relate to the City's Affordable Housing Obligation and their Fair Share Plan.

Estimated Cost:

The work will be done at a rate of \$125.00 per hour. The cost of this proposal will not exceed \$10,000 unless modified at a later date. The estimated cost of this proposal is not absolute as the process has many different factors and parties. If the cost of services approaches the estimated cost of \$10,000 an updated proposal will be provided to the City for review and approval.

**INVOICES**

It shall be understood that payment will be due forty-five (45) days from rendering of invoice.

**TERMS OF INVOICES**

Any questions involving invoices must be brought to our attention within thirty (30) days of the date of the invoice. After that time, all invoices will stand as issued.

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 105-2023**

**EMPLOYMENT STATUS CHANGE FROM TEMPORARY PART TIME  
TO REGULAR PART TIME FOR PAYROLL SPECIALIST**

**WHEREAS**, as authorized by Resolution No. 53-2023, the Common Council of the City of Northfield did hire Sharon Sanfosso for the position of temporary part-time Payroll Specialist for the City of Northfield, effective February 9, 2023; and

**WHEREAS**, it is the desire of the Common Council to amend Sharon Sanfosso's employment status from temporary part time, to regular part time.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that Sharon Sanfosso's employment status be and is hereby amended to regular part-time, effective May 3, 2023.

**BE IT FURTHER RESOLVED**, that all other terms and conditions of Sharon Sanfosso's employment shall be as set forth in Resolution No. 53-2023.

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 2<sup>nd</sup> day of May, 2023.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 106-2023**

**AUTHORIZATION TO HIRE PART TIME FIREFIGHTER/EMT**

**WHEREAS**, the need exists within the Fire Department of the City of Northfield to hire a part time Firefighter/EMT; and

**WHEREAS**, the position was advertised, interviews were held and it is the recommendation of Northfield Fire Chief Bruce Cummings that qualified applicant Cole Leeds be hired for the position; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that the employment of Cole Leeds as part time Firefighter/EMT, with a hire date of May 3, 2023, is hereby approved and ratified.

**BE IT FURTHER RESOLVED**, that compensation and other terms and conditions of employment shall be in accordance with the Collective Bargaining Agreement between the City of Northfield and the IAFF, Local #2364.

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 2<sup>nd</sup> day of May, 2023.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 107-2023**

**INSERTING AN ITEM OF REVENUE IN THE 2023 BUDGET**

**WHEREAS**, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation of equal amount,

**WHEREAS**, the City of Northfield has been awarded a \$80,000.00 FY 2023 Local Recreation Improvement Grant from the NJ Department of Community Affairs and wishes to amend its 2023 Budget to include this amount as revenue.

**SECTION 1:**

**NOW THEREFORE BE IT RESOLVED**, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2023:

Miscellaneous Revenue  
Special Items of General Revenue Anticipated with Prior  
Written Consent of the Director of Local Government Services:  
FY 2023 Local Recreation Improvement Grant

**SECTION 2:**

**BE IT FURTHER RESOLVED**, that a like sum of \$80,000 is hereby appropriated under the caption of:

General Appropriations  
(a) Operations Excluded from 5% Caps Public and Private  
Program Off-Set by Revenues:  
FY 2023 Local Recreation Improvement Grant

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 2<sup>nd</sup> day of May, 2023.

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Mayor, Erland Chau

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 108-2023**

**INSERTING AN ITEM OF REVENUE IN THE 2023 BUDGET**

**WHEREAS**, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation of equal amount,

**WHEREAS**, the City of Northfield has been awarded a \$28,475.00 Grant from the Community Development Block Grant Program (CDBG) and wishes to amend its 2023 Budget to include this amount as revenue.

**SECTION 1:**

**NOW THEREFORE BE IT RESOLVED**, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2023:

Miscellaneous Revenue  
Special Items of General Revenue Anticipated with Prior  
Written Consent of the Director of Local Government Services:  
Community Development Block Grant Program (CDBG)

**SECTION 2:**

**BE IT FURTHER RESOLVED**, that a like sum of \$28,475.00 is hereby appropriated under the caption of:

General Appropriations  
(a) Operations Excluded from 5% Caps Public and Private  
Program Off-Set by Revenues:  
Sustainable Communities Grant Program

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 2<sup>nd</sup> day of May, 2023.

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Mayor, Erland Chau

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Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 110-2023**

**A RESOLUTION TO CANCEL GRANT BALANCES**

**WHEREAS**, certain Grant balances remain on the City’s balance, and it has been determined that they are no longer required; and

**WHEREAS**, it is necessary to formally cancel said balances;

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Northfield, County of Atlantic that the following unexpended appropriation and receivable balances of the Grant Fund be cancelled:

<b>Grant</b>	<b>Receivable</b>	<b>Appropriation</b>	<b>Match</b>
2022-2023 Municipal Alliance	\$8.13	\$8.13	0

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 2<sup>nd</sup> day of May, 2023.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 111-2023**

**AUTHORIZATION TO APPLY FOR A STORMWATER GRANT FROM  
THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL  
PROTECTION**

**WHEREAS**, the New Jersey Department of Environmental Protection (NJ DEP) is offering a grant to assist New Jersey municipalities in upgrading their MS4 Stormwater Programs to comply with the requirements of the 2023 Tier A MS4 Permit renewal, specifically the creation of Stormwater Infrastructure maps; and

**WHEREAS**, City of Northfield is a Tier A municipality and is eligible for \$25,000 under this grant.

**THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield that the Superintendent of Public Works is authorized to submit the application to the NJ DEP on behalf of the City of Northfield.

**BE IT FURTHER RESOLVED** that the City of Northfield accepts and agrees to comply with and fulfill each of the understandings and assurances contained in said application.

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 2<sup>nd</sup> day of May, 2023.

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Mary Canesi, RMC, Municipal Clerk

# 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 2, 2023

**DATE:** April 28, 2023

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### **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 the Public Works Director on March 9, 2020, to go over a 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 22<sup>nd</sup>, 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 a few issues which need to be addressed in the asset management plan. (5-14-21) waiting for 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. **(4-28-2023) 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 24<sup>th</sup>. 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.

(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 and 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 are 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 on 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 20<sup>th</sup>. **(4-28-2023) We received \$80,000 grant for the bandstand area upgrade at BGP, also Qwin requested a \$25,000 grant from NJDEP to assist New Jersey municipalities in upgrading their MS4 Stormwater Programs to comply with the requirements of the 2023 Tier A MS4 Permit renewal. Also we need to determine which street reconstruction project we want to apply to the Fiscal 2024 Municipal Aid grant.**

**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 projects 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 5<sup>th</sup>, 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 is 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 7<sup>th</sup>, it will take approximately 5 weeks to finish the main installation and another 5 weeks to finish all connections. (4-8-2022) Contractor finished 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. (3-31-2023) The prosecutor recommended that we work this issue out with the NJAWC, I directed them to Chapter 330: Streets and Sidewalks § 330-15: Newly paved streets, at this point they will need to pave the entire block. (4-14-2023) I was contacted by the NJAWC to arrange for the repaving of Putting Green block between Broad and Cecil. **(4-28-2023) we had an emergency opening at 2200 Cornwall Avenue on 4-27-2023.**

**NF13-03      Street Opening:**

**(4-28-2023) 3 street opening permits were 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 20<sup>th</sup> 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, the 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 10<sup>th</sup>. (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 11<sup>th</sup>, 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 5<sup>th</sup>. (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 9<sup>th</sup>. (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 a meeting with the Contractor to finalize the quantities for the change order and final payment. **(4-28-2023) 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 are 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 a bid opening on the 5<sup>th</sup> 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 9<sup>th</sup>. (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 11<sup>th</sup>. (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 a 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 of a couple drainage issues along Merritt and Ridgewood. (10-7-2022) The contractor corrected the drainage issue along Merritt and Ridgewood, and still needs to correct the minor puddle by Route 9. (10-21-2022) Final change order has been finalized and needs Council's approval before we can close out this project with the NJDOT. **(4-28-2023) Waiting on the NJDOT representative to help in updating the PMRS.**

**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 14<sup>th</sup>. (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 11<sup>th</sup>, project should be completed by October 22<sup>nd</sup>. (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. (10-7-2022) We are going to prepare a 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. (3-31-2023) The Contractor is not able to fix the liner without removing the pipe, they are in the process of getting the contractor to get this work done, it will take 2 nights to fix it. (4-14-2023) the contractor is in the process of removing the damage liner the night work started on April 18<sup>th</sup> and will be completed by the 18<sup>th</sup>. **(4-28-2023) the repair to damaged liner was completed on 4-20-2023.**

**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 to 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 1<sup>st</sup>. (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 7<sup>th</sup> and will mobilize back the week of September 19<sup>th</sup> to complete the paving. (9-15-22) The contractor finished 55 % of the project. Will mobilized to finish the paving on September 19<sup>th</sup>. (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. **(4-28-2023) 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 lowest bidder for the project was Arawak paving Co, Inc with a total bid of \$268,900.00. (3-31-2023) The Contractor asked if we want to postpone the paving until the school is out. **(4-28-2023) No update.**