

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
NOVEMBER 25, 2025**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 11, 2025.

FLAG SALUTE

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

MAYOR: Chau

APPROVAL OF MINUTES – November 12, 2025

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 234-2025** Authorizing Refund of Sewer Rents and Charges
- 235-2025** Authorizing Refund of Overpayment of Taxes
- 236-2025** Amending Resolution 226-2025, Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant To N.J.S.A. 21:3-3
- 237-2025** Approval of Specifications and Authorization to Proceed with Advertisement of Request for Proposal for the Project Known as “FY2024 NJDCA Local Government Recreation Grant for Improvements at Birch Grove Park”

ORDINANCES

- 22-2025** Amending Chapter 61 Of The City Of Northfield Municipal Code, Regarding Eligibility To Sit For Examination For The Rank Of Police Lieutenant, Captain Or Chief Of Police
2nd Reading / Public Hearing / Final Consideration
Published in the Press of Atlantic City 11/29/2025

PAYMENT OF BILLS \$ 171,929.55

MEETING NOTICES

City Council	December 16 th	6pm Work Session Regular Session immediately following
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ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 234-2025**

AUTHORIZING REFUND OF SEWER RENTS AND CHARGES

BE IT RESOLVED, that Block 152 Lot 12 is no longer owned by Nikki Waterman, but the direct-debit authorization for payment of sewer rents and charges was not canceled by Ms Waterman, and funds were debited from her account for the payment of the second half of calendar year 2025; and

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

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Nikki Waterman 14 Cottage Road Egg Harbor Township, NJ 08234	152	12	46 E. Vernon Avenue Northfield, NJ 08225	\$180.00
Total Amount of Refund:				\$180.00

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

Robin Atlas, CTC

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 25th day of November, 2025.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 235-2025**

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 overpaid of taxes due to the taxpayer making a manual online payment when the resident was already enrolled in WIPP Autopay, pursuant to the following are hereby authorized:

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Marianne Swisher 262 Mill Road Northfield, NJ 08225	89	19	262 Mill Road Northfield, NJ 08225	\$1436.95
Total Amount of Refund:				\$1436.95

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, 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 25th day of November, 2025.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 236-2025**

**AMENDING RESOLUTION 226-2025, RESOLUTION OF THE CITY OF
NORTHFIELD, ATLANTIC COUNTY, NEW JERSEY, AUTHORIZING
FIREWORKS DISPLAY ON PRIVATE
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

WHEREAS, the Common Council of the City of Northfield did approve Resolution No. 226-2025, Resolution Of The City Of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display On Private Property Pursuant To N.J.S.A. 21:3-3 at a Regular Meeting on November 12, 2025, and;

WHEREAS, The Atlantic City Country Club and Serpico Pyrotechnics wish to amend the time of the approved display to commence from between 7:30pm and 8:00pm to 6:30pm and 7:30pm.

WHEREAS, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each approved the amended request.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified in Resolution 226-2025, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on December 6, 2025. Said displays will commence between 6:30pm and 7:30pm and be 6 to 7 minutes in duration.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Regular Meeting of the Common Council of the City of Northfield, held this 25th day of November, 2025.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 237-2025**

**APPROVAL OF SPECIFICATIONS AND AUTHORIZATION TO
PROCEED WITH ADVERTISING REQUEST FOR PROPOSAL (RFP)
FOR THE PROJECT KNOWN AS “FY2024 NJDCA LOCAL
GOVERNMENT RECREATION GRANT FOR IMPROVEMENTS AT
BIRCH GROVE PARK”**

WHEREAS, pursuant to Resolution No. 45-2024, the Common Council did authorize the City engineer to proceed with the project known as “Recreation Improvements at Birch Grove Park”; and

WHEREAS, said RFP specifications were prepared by DeBlasio & Associates Consulting Engineers, Surveyors and Planners and have been reviewed by the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that the aforesaid specifications are hereby approved and the City Engineer is authorized to proceed with public bidding for this project.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of Northfield, held this 25th day of November, 2025.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S REPORT

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

Engineer's Report

To: Mayor & Council
City of Northfield

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

cc: Mary Canesi, Clerk (via email)
Dawn Stollenwerk, CFO (via email)
Darren Boyd, Supervisor of Public Works (via email)
Nancy Mauro, P.E. (via email)

Date: November 25, 2025

Grant Applications

1. FY2024 NJDCA Local Recreation Improvement Grant (LRIG)
 - The New Jersey Department of Community Affairs has announced that they are accepting LRIG applications and the submission deadline is February 27, 2024. The LRIG application was submitted on February 23, 2024.
 - Grant awards were announced on May 31, 2024 and the City was awarded \$63,000.00.
 - The City requested that due to budget constraints, the project be revised to be closer in cost to the grant award. Our office contacted the NJDCA in February of 2025. The NJDCA will allow for a change in scope in the project and will allow engineering costs to be submitted with the construction estimate.
 - Our office submitted a revised proposal on March 12, 2025 based on this information.
 - The NDCA approved the revised scope of work of a stone parking lot and the inclusion of engineering design fees on March 21, 2025. A time extension request was not approved, and the project must be completed by April 2026.
 - Project design is being finalized. NJDCA will allow for the City to receive proposals instead of bids based upon engineer's estimate.
 - Plans and Specifications submitted for City review on November 4, 2025.
2. Atlantic County Improvement Authority Community Development Block Grant
 - The City has selected the installation of ADA compliant bleachers at the five baseball fields at Birch Grove Park.
 - Our proposal was submitted on April 28, 2025.
 - The application was submitted on May 29, 2025.

3. New Jersey Department of Transportation State Aid Program

- Our proposal for this project was submitted on April 30, 2025.
- The City will be holding a special meeting on June 16th to select a project.
- The application for the Resurfacing of Burton Avenue was submitted to the NJDOT System for Administering Grants Electronically (SAGE) on June 25, 2025.
- The NJDOT issued notice of award on November 17, 2025 in the amount of \$254,125.00.

4. New Jersey Department of Transportation Local Projects Fund (NJDOT LTPF)

- The City has selected the reconstruction of Forrest Drive from Juniper Drive to Mill Road for FY2024 of the Local Transportation Project Fund.
- The application was submitted to the System for Administering Grants Electronically (SAGE) on June 26, 2024.
- This application was not awarded grant funding for the fiscal year 2024 under the Local Transportation Project Fund, as stated in a letter from the State dated May 13, 2025.
- The City selected the Resurfacing of Cedar Bridge Avenue for the FY2025 of the Local Transportation Project Fund. The application was submitted to NJDOT System for Administering Grants Electronically (SAGE) on June 24, 2025.

5. New Jersey Department of Transportation Municipal Aid

- The City has selected the reconstruction of Juniper Drive from Cedar Bridge Road to Mill Road as its project for FY2025 Municipal Aid.
- The City was awarded \$229,190.00 on November 13, 2024 for this project. The total project cost estimate is \$355,824.70.
- Survey work has been completed and plans are being prepared.
- The plans and specifications were approved by NJDOT, and the City was transmitted these documents on June 30, 2025 and notified that the project is ready for bid.
- Project bid date is August 5, 2025. Our office met with City officials on July 30, 2025 to coordinate project start date, resident letter and resident parking. Tentative project start dates is September 22, 2025 and the project duration is estimated to be 5 weeks.
- The Preconstruction meeting was held September 16, 2025 at 10am.
- Project began on Thursday October 9, 2025.
- A change in scope for replacement of curb inlet piece and stormwater manhole casting and lid was approved. Milling of the street began on November 3, 2025, and paving was conducted the week of November 10, 2025. Striping will be conducted in the next week or two. Landscaping will be conducted in the Spring for better chance of root establishment.

Engineering

1. Slipline Repairs Zion and Mill Roads, Zion and Davis Roads

- The bid opening was held on April 10, 2025.
- The City selected to award Bid Alternative #3, slipline repair and manhole rehabilitation at Zion and Mill and Zion and Shore Roads. A letter of recommendation was submitted to the City on April 23, 2025.
- Videoing of pipes at both locations began September 8, 2025 and was completed September 9, 2025.
- A Pipe collapse occurred at Zion/Shore Road on Saturday October 4, 2025. Mathis Construction mobilized for emergency repairs. DBA is recommending full replacement in this location as well as sections of Zion and Mill Road due to similar pipe conditions.
- The City has approved the replacement of piping at the Zion/Shore Road location and partial replacement at the Zion/Mill location.
- The County Engineer has approved that the Zion/Shore Road replacement work can be conducted during day hours. Mathis awaiting County permit approvals to begin work.
- Replacement work at Zion/Shore Road has been scheduled for Thursday November 20, 2025.

2. Habitat for Humanity Housing Project (Dolphin Avenue)

- Our office submitted a proposal for the Habitat for Humanity Project on Block 69 Lot 1.02 and Block 66 Lot 11 on August 5, 2024.
- The draft subdivision plans were transmitted to the City, Tiffany Morrissey, and PHNX Development Partners on June 23, 2025. Our office is in the process of coordinating a meeting with the County Engineer, who received the plans on June 30, 2025.
- Our office met with City officials and Atlantic County on July 16, 2025 to discuss site plan requirements. A meeting is scheduled to be held with the City project team on August 7, 2025.
- Subdivision located on Harvey Drive to be modified to remove 4th unit due to conflict with intersection and setback requirements. PHNX proposed alternatives that are under consideration by the City and its representatives. Stormwater design has begun on the subdivision located on Dolphin Avenue.
- Draft plans were sent to Tiffany Morrissey on October 16, 2025 for the finalization of the Redevelopment Plan.
- The site has been partially cleared for soil samples and the samples were taken on November 17, 2025 for finalization of stormwater design.