

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
NOVEMBER 14, 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 – October 24, 2023

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 203-2023** Memorialize Resignation of Part Time Housing Officer
- 204-2023** Memorialize Resignation of Part Time Electrical Inspector
- 205-2023** Acknowledging Retirement of Adult School Crossing Guard
- 206-2023** Employment Status Change for Regular Adult School Crossing Guard
- 207-2023** Employment Status Change for Substitute Adult School Crossing Guard
- 208-2023** Employment Status Change for Substitute Adult School Crossing Guard
- 209-2023** Resolution Authorizing the City of Northfield to Accept a Subgrant Award of the Federal Fiscal Year 2023 of Emergency Management Performance Grant and Emergency Management Agency Assistance
- 210-2023** A Resolution Authorizing an Award of Contract for Natural Gas Supply Services
- 211-2023** A Resolution Authorizing the Chief Financial Officer to Execute a Contract with an Approved State Contract Vendor Pursuant to N.J.S.A. 40A:11-12a
- 212-2023** To Reject the Sole Bid and Authorize Re-Advertisement of Request for Bids for General Repairs and Construction of the City of Northfield Sanitary Sewer and Stormwater Facilities
- 213-2023** Authorizing The Mayor To Enter Into A Payment In Lieu Of Performance Agreement With New Jersey American Water Company
- 214-2023** Transfer of Funds
- 215-2023** To Amend Resolution 169-2023, And Establish A New Last Day Worked For Lydia Bickel, Adult School Crossing Guard
- 216-2023** To Approve An Application For Use Of Facilities
- 217-2023** Resolution To Amend The Agreement Between Surenian, Edwards, And Nolan, LLC, Special Counsel On Affordable Housing Matters, And The City Of Northfield

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
NOVEMBER 14, 2023**

- 218-2023** Approval Of Specifications And Authorization To Proceed With Public Bidding For Renovations To The Existing Little League Major Field At Birch Grove Park
- 219-2023** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers To Proceed With Engineering Services For The Project Known As Reconstruction Of Wabash Avenue
- 220-2023** A Resolution Authorizing The Chief Financial Officer To Execute A Contract With An Approved State Contract Vendor Pursuant To N.J.S.A. 40A:11-12a
- 221-2023** A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12b(4), Regarding Contract Negotiations between the City of Northfield and the Northfield Professional Firefighter’s Association, Local No. 2364

ORDINANCE

- 13-2023** Amending Chapter 215 of the City of Northfield Code, Land Use And Development
2nd Reading / Public Hearing / Final Consideration
Published in the Press of AC November 21, 2023

PAYMENT OF BILLS \$ 2,381,886.02

MEETING NOTICES

City Council	November 28 th	6pm Work Session Regular Session immediately following
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ADJOURNMENT

**CITY OF NORTHFIELD
RESOLUTION NO. 203-2023**

MEMORIALIZE RESIGNATION OF PART TIME HOUSING OFFICER

WHEREAS, pursuant to Resolution 163-2022, the Common Council of the City of Northfield approved the hiring of Domenic Cappella for the position of part time Housing Officer commencing August 17, 2022; and

WHEREAS, Domenic Cappella submitted his notice of resignation on September 20, 2023, but voluntarily remained in the employ of the City of Northfield while a successor candidate was identified.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby acknowledge and memorialize the resignation of Domenic Cappella from the position of part-time Housing Officer; and

BE IT FURTHER RESOLVED that Domenic Cappella's last day of work was October 25, 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 City Council of Northfield, held this 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 204-2023**

**MEMORIALIZE RESIGNATION OF
PART TIME ELECTRICAL INSPECTOR**

WHEREAS, pursuant to Resolution No. 96-2023, the Common Council of the City of Northfield did appoint Patrick Baker to the position of Part Time Electrical Inspector commencing April 11, 2023; and

WHEREAS, Patrick Baker submitted his letter of resignation, with an effective date of November 1, 2023.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby acknowledge and memorialize the resignation of Patrick Baker from the position of Part Time Electrical Inspector; and

BE IT FURTHER RESOLVED that Patrick Baker's last day of work was November 1, 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 Council of Northfield, held this 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD
RESOLUTION NO. 205-2023**

**ACKNOWLEDGING RETIREMENT
OF ADULT SCHOOL CROSSING GUARD**

WHEREAS, the Common Council of the City of Northfield approved the hiring of Eileen Pantalena for the position of Adult School Crossing Guard commencing September 9, 1987; and

WHEREAS, on October 25, 2023, Eileen Pantalena submitted notice of retirement to the City of Northfield with an effective date of October 25, 2023.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby memorialize the notice of resignation of Eileen Pantalena from the position of Adult School Crossing Guard, effective October 25, 2023.

BE IT FURTHER RESOLVED that Mrs. Pantalena's last day of work was September 19, 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 City Council of Northfield, held this 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 206-2023**

**EMPLOYMENT STATUS CHANGE
FOR REGULAR ADULT SCHOOL CROSSING GUARD**

WHEREAS, pursuant to Resolution 167-2017, the Common Council of the City of Northfield approved the hiring of Patricia Dougherty for the position of Substitute Adult School Crossing Guard commencing September 6, 2017; and

WHEREAS, pursuant to Resolution 39-2018, the Common Council of the City of Northfield approved an employment status change for Patricia Dougherty to the position of Regular Adult School Crossing Guard, commencing January 2, 2018; and

WHEREAS, Patricia Dougherty has requested a voluntary change in status to the position of Substitute Adult School Crossing Guard; and

WHEREAS, the request to change the employment status of Patricia Dougherty from Regular Adult School Crossing Guard to Substitute School Crossing Guard was approved by Captain of Police Steve Steinecke, and by Crossing Guard Supervisor Heather Mellon.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the status change of Patricia Dougherty to Substitute Adult School Crossing Guard, effective November 3, 2023, is hereby approved and memorialized.

BE IT FURTHER RESOLVED that terms and conditions of employment for Patricia Dougherty shall be in accordance with the Crossing Guard Rider to the Agreement between the City of Northfield and Government Workers Union, Local No. 430.

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 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 207-2023**

**EMPLOYMENT STATUS CHANGE
FOR SUBSTITUTE SCHOOL CROSSING GUARD**

WHEREAS, pursuant to Resolution 140-2020, the Common Council of the City of Northfield approved the hiring of Helen Baldwin for the position of Substitute Adult School Crossing Guard commencing September 4, 2020; and

WHEREAS, an immediate need exists within the Police Department to fill the position of Regular Adult School Crossing Guard; and

WHEREAS, substitute School Crossing Guard Helen Baldwin expressed interest; and

WHEREAS, the recommendation to change the employment status of Helen Baldwin from Substitute Crossing Guard to Regular Adult School Crossing Guard was made by Captain of Police Steve Steinecke, and by Crossing Guard Supervisor Heather Mellon.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the status change of Helen Baldwin from Substitute Crossing Guard to Regular Adult School Crossing Guard effective November 14, 2023, is hereby approved and memorialized.

BE IT FURTHER RESOLVED that terms and conditions of employment for Helen Baldwin shall be in accordance with the Crossing Guard Rider to the Agreement between the City of Northfield and Government Workers Union, Local No. 430.

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 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 208-2023**

**EMPLOYMENT STATUS CHANGE FOR SUBSTITUTE
SCHOOL CROSSING GUARD**

WHEREAS, pursuant to Resolution 61-2023, the Common Council of the City of Northfield approved the hiring of Charity Zentmeyer for the position of Substitute Adult School Crossing Guard commencing February 27, 2023; and

WHEREAS, an immediate need existed within the Police Department to fill the position of Regular Adult School Crossing Guard; and

WHEREAS, substitute School Crossing Guard Charity Zentmeyer expressed interest; and

WHEREAS, the recommendation to change the employment status of Helen Baldwin from Substitute Crossing Guard to Regular Adult School Crossing Guard, effective October 26, 2023, was made by Captain of Police Steve Steinecke, and by Crossing Guard Supervisor Heather Mellon.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the status change of Charity Zentmeyer from Substitute Crossing Guard to Regular Adult School Crossing Guard effective October 26, 2023, is hereby approved and memorialized.

BE IT FURTHER RESOLVED that terms and conditions of employment for Charity Zentmeyer shall be in accordance with the Crossing Guard Rider to the Agreement between the City of Northfield and Government Workers Union, Local No. 430.

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 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 209-2023**

**RESOLUTION AUTHORIZING THE CITY OF NORTHFIELD TO
ACCEPT A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2023
OF EMERGENCY MANAGEMENT PERFORMANCE GRANT AND
EMERGENCY MANAGEMENT AGENCY ASSISTANCE**

WHEREAS, the City of Northfield Office of Emergency Management has been awarded State Homeland Security Grant Program Sub-grant AFN #97.042, Subgrant Award #FY23- EMPG-EMAA-XXXX from the New Jersey Department of Law and Public Safety, Office of the Attorney General. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the City's ability to prevent, protect against, respond to, and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the City of Northfield will use these funds to enhance our Emergency Management Program and that the funds will be used for Emergency Management purposes; and

WHEREAS, the award period is from July 1, 2023, to June 30, 2024; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the City of Northfield Office Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

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

1. That the Council accepts the award of the FFY23 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolutions shall be forwarded to the New Jersey State Police, Office of Emergency Management, the City Business Administrator,

the Chief Financial Officer and the County Division of Emergency Management and Office of Treasury.

I hereby certify this is a true and exact copy of the resolution adopted by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey at its Regular Meeting on November 14, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 210-2023**

**A RESOLUTION AUTHORIZING AN AWARD OF CONTRACT FOR
NATURAL GAS SUPPLY SERVICES**

WHEREAS, the County of Camden on behalf of the South Jersey Power Cooperative (“SJPC”) publicly advertised bids for the purpose of procuring electric energy services (Bid A44-23); and

WHEREAS, the County received and opened publicly advertised bids on October 2, 2023, for retail natural gas services for the South Jersey Power Cooperative; and

WHEREAS, UGI Energy Services is the lowest responsible bidder for natural gas supply services for South Jersey Gas customers at a rate of \$1.011/Dth for a three-year period beginning December 1, 2023, and ending November 30, 2026.

WHEREAS, the City of Northfield is a member of the South Jersey Power Cooperative and wishes to receive its energy services from UGI Energy Services for its natural gas accounts.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic that the City participates in the South Jersey Energy Cooperative

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the SJPC Consultant, Concord Energy Services, 520 Burnt Mill Road, Voorhees, NJ 08043.

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 14th day of November 2023.

Mayor, Erland Chau

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD
RESOLUTION NO. 211-2023**

**A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO EXECUTE A CONTRACT WITH AN APPROVED STATE
CONTRACT VENDOR PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Northfield, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the City of Northfield has the need to purchase a truck for the Public Works Department; and

WHEREAS, Nielsen Ford has provided pricing for a 2023 Ford F-250 (X2B) XL 4WD Super Cab Truck and required equipment for a total cost not to exceed \$63,304 as per State Contract 23-FLEET-34922; and

WHEREAS, the Chief Financial Officer has certified the availability of funds by encumbering said funds on Purchase Order Number 23-00758, budget account nr. C-04-55-023-202.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Council authorizes the Purchasing Agent/Chief Financial Officer to execute the required documents to purchase equipment as stated above.

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 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 212-2023**

**TO REJECT THE SOLE BID AND AUTHORIZE RE-ADVERTISEMENT
OF REQUEST FOR BIDS FOR GENERAL REPAIRS AND
CONSTRUCTION OF THE CITY OF NORTHFIELD SANITARY SEWER
AND STORMWATER FACILITIES**

WHEREAS, as authorized by Resolution of the Common Council No. 167-2023, the City of Northfield did properly advertise a request for bids for General Repairs and Construction of the City of Northfield Sanitary Sewer and Stormwater Facilities; and

WHEREAS, on November 2, 2023, the Municipal Clerk did receive and open a single sealed bid as follows:

<u>Bidder</u>	<u>Bid Amount</u>
West Bay Construction, Inc.	\$ 1,035,870.00

WHEREAS, the sole bid received substantially exceeds the cost estimate for the project, as well as the amount of funds appropriated for the project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-13.2 (a) and/or (b) which provide that a (a) contracting unit may reject all bids if the lowest bid substantially exceeds the cost estimates for the goods or services, and (b) the lowest bid substantially exceeds the contracting unit's appropriations for the goods or services, the City of Northfield desires to reject the bid and re-advertise the project.

THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the sole bid received on November 2, 2023, for the General Repairs and Construction of the City of Northfield Sanitary Sewer and Stormwater Facilities be and hereby is rejected.

BE IT FURTHER RESOLVED that the project shall be re-advertised for bids in accordance with N.J.S.A. 40A:11-23.

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 14th day of November 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 213-2023**

**AUTHORIZING THE MAYOR TO ENTER INTO A PAYMENT IN
LIEU OF PERFORMANCE AGREEMENT WITH NEW JERSEY
AMERICAN WATER COMPANY**

WHEREAS, New Jersey American Water Company was issued Street Opening Permit No. 26-2023 pursuant to City of Northfield Code Chapter 330, Article II which generally authorizes New Jersey American Water Company to install and maintain a water main and related improvements within the right-of-way of Oak Avenue in the City of Northfield; and

WHEREAS, as a condition of the Permit, New Jersey American Water Company is required to restore the road surface with paving, striping, and related work in a manner compliant with the Code of the City of Northfield (herein after "City"); in particular and without limitation the standards detailed in Chapter 330, Article II of the Code; and

WHEREAS, New Jersey American Water Company completed installation of its water main and certain related improvements and has restored its trenches, but has not completed final paving in accordance with the Code of the City of Northfield; and

WHEREAS, the City has independently developed a broader plan to repave Oak Avenue, which includes the area where New Jersey American Water Company must complete final paving work, and the City has determined that it would be more economical and efficient to have only one general contractor perform all paving work, including New Jersey American Water Company's restoration work; and

WHEREAS, the City desires to enter into an Agreement with New Jersey American Water Company, whereby New Jersey American Water Company will make a payment to the City for the value of its restoration work, and the City will accept such payment in lieu of New Jersey American Water Company performing pavement restoration work, as set forth in the correspondence and Plans and Profile Sheets attached as Exhibit "A".

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, that the Mayor is authorized to enter into the Payment in Lieu of Performance Agreement with New Jersey American Water Company attached as Exhibit "B", wherein it is provided that the City will accept payment in the amount of \$99,846.00 in lieu of final restoration by New Jersey American Water Company.

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 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

SchaefferNassarScheidegg
Consulting Engineers, LLC

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

September 6, 2023

Ms. Michelle Bagge
New Jersey American Water Company
One Water Street
Camden, NJ 08102

Via email: Michelle.Bagge@amwater.com

**RE. Oak Avenue Restoration
City of Northfield
Our File # NF13-53**

Dear Ms. Bagge,

Around May 10, 2023, I Mr. Tim Grean contacted me regarding the Oak Avenue project, he stated that the NJAWC is planning to upgrade the existing water main and services along Oak Avenue between Mill Road and Burroughs Avenue. Our paving project was scheduled to start in mid-June with a completion date before Labor Day weekend.

I discussed the project delay with Council and explained that the NJAWC will contribute their share of pavement restoration cost to the Municipality and was authorized to delay the project to accommodate the NJAWC project.

Based on our discussions, I am attaching a the marked-up plan showing the pavement limits and quantities. Total paved area in need of restoration is 5,547 SY,

In accordance with our current contract with Arawak Paving Co., the cost of milling and paving is \$18/SY, which includes the mobilization, asphalt and fuel adjustment; based on that, the restoration cost is \$99,846.00.

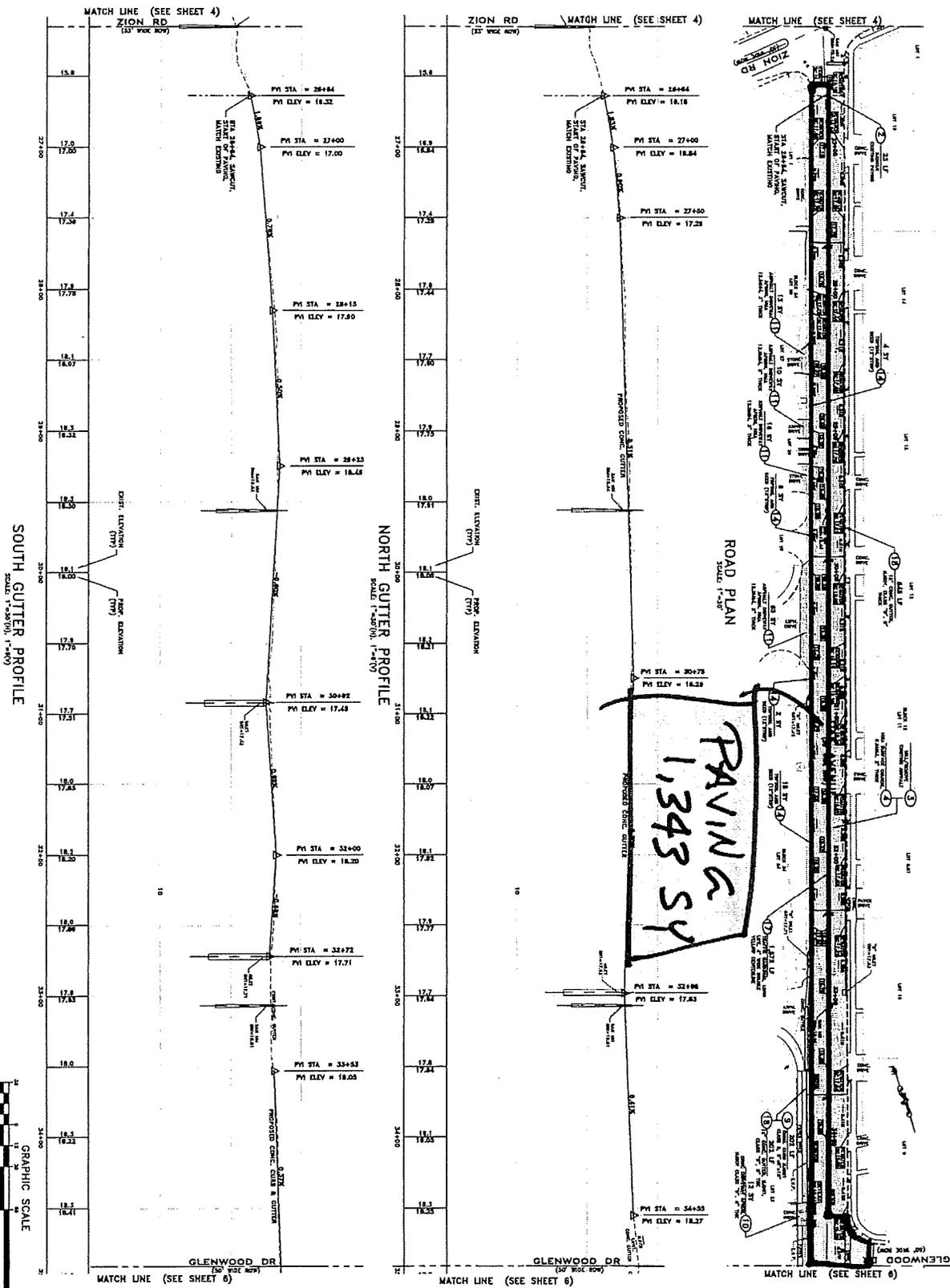
If you should have a question or need additional information, please do not hesitate to contact me.

Sincerely, engineer

Schaeffer Nassar Scheidegg
Consulting Engineers, LLC



Rami Nassar, PE, PP, CME
Municipal Engineer



NO.	DATE	BY	DESCRIPTION
1	10/15/22	EL	QUANTITY ADJUSTMENTS
1	10/27/22	WJ	FOR FIELD REVIEW COMMENTS DATED 10/27/22
2	11/01/22	WJ	REVISION DESCRIPTION

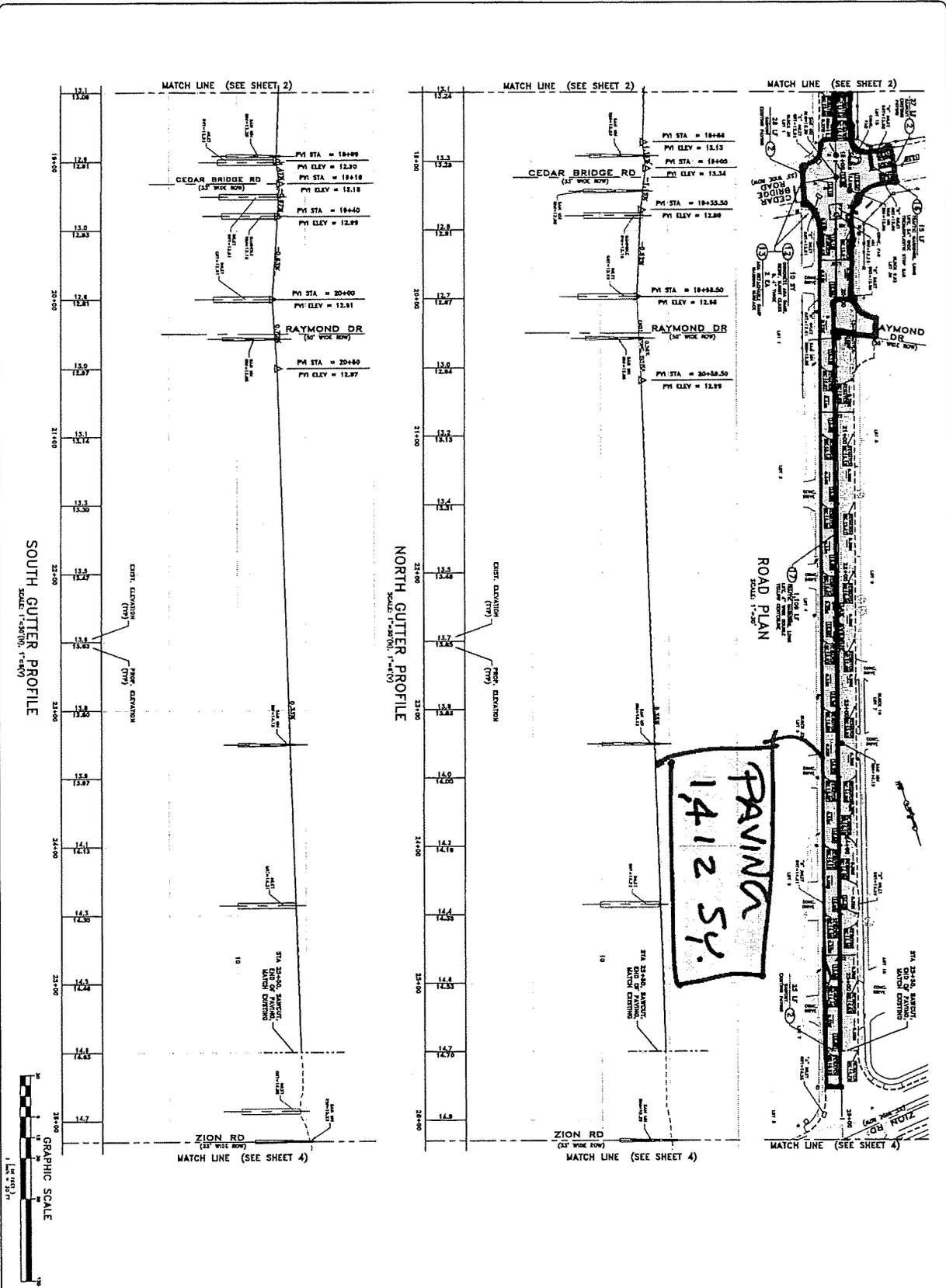
FILED: 10/19/22

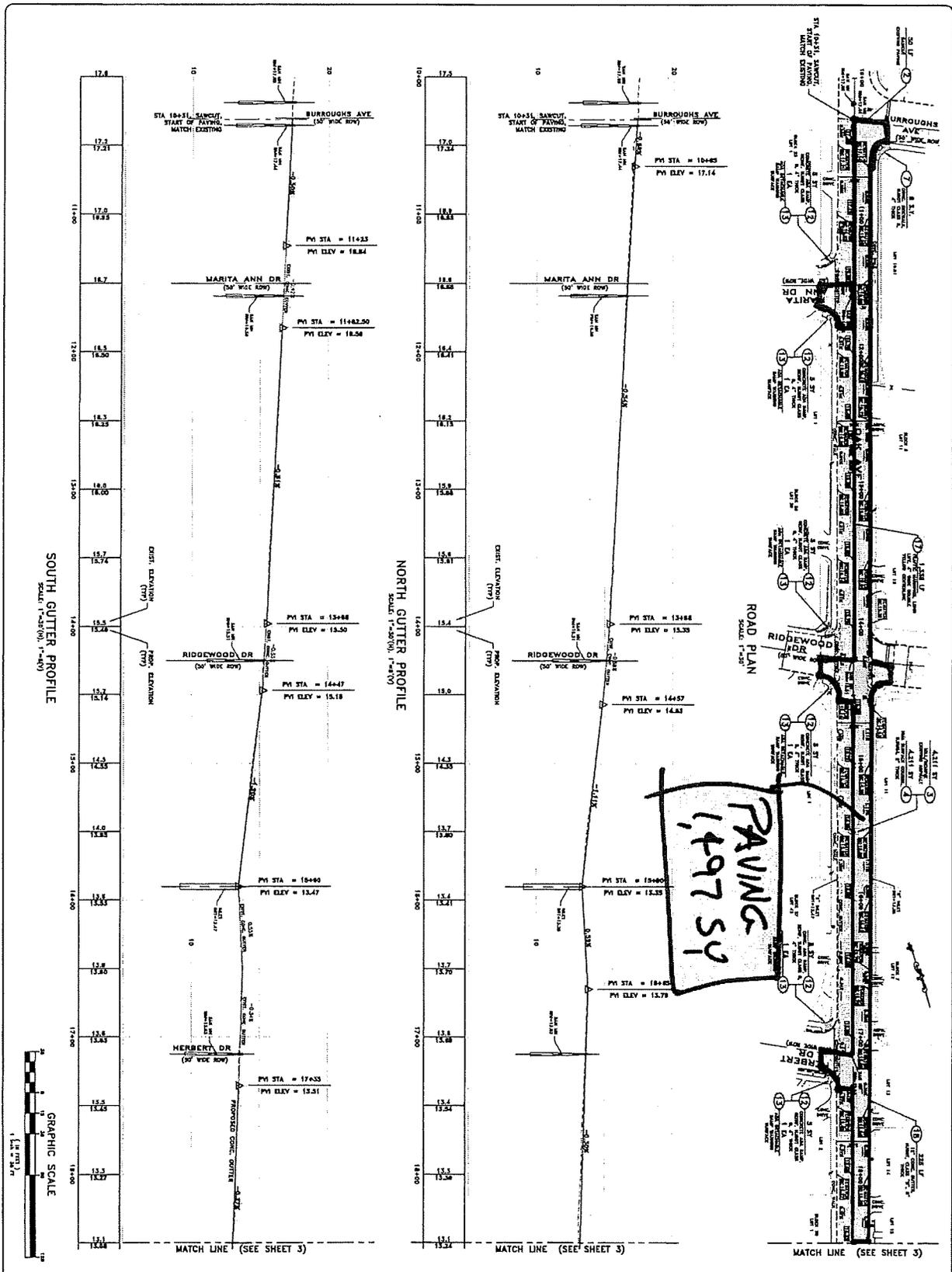
DATE: 4-14-23
SCALE: 1"=20'
DESIGNED BY: WJ
CHECKED BY: WJ
SHEET NO: 4
OF 4

PLAN & PROFILE SHEET
FISCAL YEAR 2022
NJDOT MUNICIPAL AID PROGRAM
DAX AVENUE
CITY OF NORTH-FIELD, ATLANTIC COUNTY, NEW JERSEY

RAMI N. NASSAR
PROFESSIONAL ENGINEER
NEW JERSEY LIC. NO. 34527

Schaeffer Nassar Scheidegg
CONSULTING ENGINEERS, LLC
Surveyors • Environmentalists • Planners
1422 Carlisle Boulevard • Maple Landing • New Jersey
Telephone: (609) 823-7400 • Fax: (609) 808-0833
Certificate of Authorization #242A28103800





NO.	DATE	BY	DESCRIPTION
1	03/17/22	RS	QUANTITY CALCULATIONS
2	03/27/22	RS	FOR FINAL REVIEW COMMENTS ON TO R44942
3			REVISION: 02/27/20

DATE	1/18/2022
BY	RS
CHECKED	RS
DESIGNED	RS
SHEET NO.	2
TOTAL SHEETS	2

PLAN & PROFILE SHEET
FISCAL YEAR 2022
NJDOT MUNICIPAL AID PROGRAM
OAK AVENUE
CITY OF NORTH-FIELD ATLANTIC COUNTY, NEW JERSEY

RAMI N. NASSAR
PROFESSIONAL ENGINEER

R.N.

NEW JERSEY LICENSE NO. 34827

Schaeffer Nassar Scheidgg
CONSULTING ENGINEERS, LLC
Surveyors • Environmentalists • Planners

1623 Garden Boulevard • Mary Landing • New Jersey
Telephone: (808) 825-7400 • Fax: (808) 808-0253
Certificate of Authorization #E4628103800

RESOLUTION NO. 213-2023, EXHIBIT "B"

PAYMENT IN LIEU OF PERFORMANCE AGREEMENT CITY OF NORTHFIELD STREET OPENING PERMIT #26-2023

THIS Agreement is made as of this 15th day of November, 2023, by and between the CITY OF NORTHFIELD, a body corporate and politic of the State of New Jersey (hereinafter referred to as the "City") with an address at c/o Mary Canesi, Municipal Clerk, 1600 Shore Road, Northfield, NJ 08225, and New Jersey American Water Company, with an address at One Water Street, Camden, New Jersey 08102 (hereinafter referred to as the "Permittee").

BACKGROUND

The Permittee has been issued Street Opening Permit No. 26-2023 a copy of which is attached as **Exhibit A** and made part hereof (hereinafter the "Permit") by the City of Northfield. The Permit generally authorizes the Permittee to install and maintain certain fixtures and improvements, including: water main upgrades and improvements within the right of-way of Oak Avenue generally between Mill Road and Burroughs Avenue, in the City of Northfield. As a condition of the Permit, the Permittee is required to restore the road surface with paving, striping, and related work that complies with the Code of the City of Northfield; in particular and without limitation the standards detailed in Chapter 330, Article II.

As of this date, the Permittee has completed installation of certain of its facilities and improvements, and has restored its trenches, but has not completed final paving and/or restoration per the Code of the City of Northfield.

The City has independently developed a broader plan to repave Oak Avenue, which includes the area where the Permittee must complete final and restoration paving work. The City has determined that it would be more economical and efficient to have only one general contractor perform all paving and restoration work, including the Permittee's remaining paving and restoration work, performed under one contract, under the supervision of the City Engineer. The City and Permittee therefore desire to enter into this Agreement, whereby the Permittee will make a payment to the City in the amount of \$99,846.00 representing the value of its paving and restoration work, and the City will accept such payment in lieu of the Permittee performing paving and restoration work.

The value of the Permittee's paving and restoration work is \$99,846.00 for labor and materials, excluding maintenance bond, inspections, and other soft costs.

Execution of this Agreement has been authorized by the Common Council of the City of Northfield Resolution No. 213-2023 adopted on November 14, 2023.

TERMS AND CONDITIONS

NOW, THEREFORE, in consideration of the benefits flowing to the City, the Permittee, and the public at large, and in consideration for the promises exchanged by and between the parties as set forth herein, the City and the Permittee agree as follows:

1. INCORPORATION OF BACKGROUND STATEMENT. The Background information set forth above is incorporated herein by reference.
2. PAYMENT IN LIEU OF PERFORMANCE OF IMPROVEMENTS. The Permittee hereby agrees that it shall pay to the City the sum of \$99,486.00, which sum represents its cost to complete final paving and restoration of Oak Avenue as required by the Permit (**Exhibit A**) and the applicable City Code requirements. The said payment shall be accepted by the City in lieu of performance of final paving and restoration by the Permittee that would otherwise be required by the Permit.
3. PAYMENT DUE DATE. The Permittee shall make payment in full to the City on or before the full execution of this Agreement. For convenience, the parties have agreed to accept the sum of \$99,846.00 as an accurate statement and representation of New Jersey American Water Company's remaining paving and restoration costs and expenses. The Permittee shall not be entitled to any refund of this amount and shall have no further interest in the funds, regardless of actual construction costs or the City's source of funds for same. Similarly, the City shall not seek to recover additional payments or costs to construct the Oak Avenue improvements contemplated herein. Permittee's payment shall be deemed to be a full and final payment of any obligation that the Permittee may have for completion of the final paving and restoration work as required by the Permit.
4. CONSTRUCTION MANAGEMENT, INSPECTION, AND ACCEPTANCE OF FINAL PAVING WORK. Upon receipt and clearance of the \$99,846.00 payment, Subject to responsibility for customary and routine maintenance of the Permittee's equipment and infrastructure in and under Oak Avenue pursuant to Section 5 below, the City shall assume all responsibility for management of the final paving and restoration work, including but not limited to all contract management tasks, inspections, oversight of work, correction of final paving punch list and acceptance of the final paving and restoration work, as the City may deem necessary
5. PERMITTEE'S MAINTENANCE OBLIGATIONS. Although the Permittee shall have no responsibility for routine maintenance or repair of final paving and restoration work performed by the City's contractors, this Agreement shall not waive or limit the Permittee's responsibilities arising under the Permit, or under any other law, rule, or legal requirements, to maintain the Permittee's water main and related equipment, infrastructure and facilities that the Permittee has installed in the City right-of-way. Should any portion of the City right-of-way suffer

damage as a result of the failure of the Permittee's water main and related equipment, infrastructure and facilities or other adverse conditions requiring repair due to faulty workmanship, defective materials, or other causes not attributable to actions or inactions of the City or its contractors, then the Permittee shall promptly perform corrective work, including all required paving and restoration to the extent required by City Code and/or other laws or rules applicable to the Permittee's use and occupancy of the City's right-of-way.

6. CHOICE OF LAW. This Agreement shall be governed by and in accordance with the laws of the State of New Jersey, and any disputes concerning this Agreement shall be brought before the Superior Court, Atlantic County, which shall be the exclusive venue for such actions.
7. ENTIRE AGREEMENT. This Agreement embodies the entire Agreement between the parties hereto relative to the subject matter hereof. No variations, modifications, changes, or amendments shall be binding upon any party hereto unless executed by said party.
8. PARTY INVALIDITY. If any term or provision of this agreement, or any application thereof to any person, circumstances shall, to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby. Each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law, except to the extent that same may frustrate the entire purpose of this Agreement.
9. DEFAULT. In the event that either party shall fail or refuse to perform, or otherwise become in default of any of the terms and conditions of this Agreement, then the non-defaulting party shall be permitted to proceed with every available legal and/or equitable remedy. The commencement of any or more remedies shall not be deemed to prevent the commencement of any other claim or remedy. A failure on the part of either party to object to any default or inaction of the other party or its contractor(s), no matter how long the same may continue, shall in no event be deemed to constitute a waiver of any of the Permittee's obligations arising hereunder.
10. NO PARTNERSHIP. Nothing herein shall be construed to make either the City or the Permittee partners or joint venturers with respect to the work to be performed hereunder.
11. NOTICE. Any notice required to be given to any party hereunder shall be in writing, and shall be sent either by certified United States mail, postage prepaid, or by telefax communications and shall be given as follows:

i. to the Permittee:

Michelle Bagge
New Jersey American Water Company
One Water Street
Camden, NJ 08102

ii. to the City:

Mary Canesi, Registered Municipal Clerk
1600 Shore Road
Northfield, NJ 08225

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

ATTEST:

NEW JERSEY AMERICAN WATER
COMPANY

By: _____

Title: _____

Date: _____

CITY OF NORTHFIELD

Mary Canesi, City Clerk

By: _____
Erland Chau, Mayor

Date: _____

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 214-2023**

TRANSFER OF FUNDS

BE IT RESOLVED by the Common Council of the City of Northfield, that the following transfers of 2023 funds be approved according to N.J.S.A. 40A:4-58:

	<u>Account Number</u>	<u>From</u>	<u>To</u>
General Administration - Other Expenses	01-20-100-200		5,000.00
Clerk - Salaries & Wages	01-20-120-100		1,500.00
Clerk-Other Expenses	01-20-120-200	20,000.00	
Finance - Salaries & Wages	01-20-130-100	7,000.00	
Tax Collector - Other Expenses	01-20-145-200		1,000.00
Planning Board - Other Expenses	01-21-180-200	2,500.00	
Construction - Salaries & Wages	01-22-195-100	5,000.00	
Construction - Other Expenses	01-22-195-200	15,000.00	
Zoning/Housing Salaries & Wages	01-22-195-100		7,000.00
Police - Salaries & Wages	01-25-240-100	35,000.00	
Police - Other Expenses	01-25-240-200		3,000.00
Fire - Salaries & Wages	01-25-265-100		10,000.00
Fire Hydrants	01-25-265-500		10,000.00
Sewerage - Salaries & Wages	01-26-295-100	20,000.00	
Park Maintenance - Other Expenses	01-28-375-200		3,000.00
Electricity & Natural Gas	01-31-435-000		50,000.00
PFRS - Other Expenses	01-36-475-000		14,000.00
		104,500.00	104,500.00
TOTAL			

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 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD
RESOLUTION NO. 215-2023**

**TO AMEND RESOLUTION 169-2023, AND ESTABLISH A NEW LAST
DAY WORKED FOR LYDIA BICKEL, ADULT SCHOOL CROSSING
GUARD**

WHEREAS, pursuant to Resolution 169-2023, the Common Council of the City of Northfield approved the resignation of Lydia Bickel for the position of Adult School Crossing Guard with a last day worked as January 13, 2023; and

WHEREAS, the Chief Financial Officer has requested the last day worked for Ms Bickel be changed from January 13, 2023 to January 26, 2023.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the last day worked for Lydia Bickel is memorialized as January 26, 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 City Council of Northfield, held this 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 216-2023**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mr. Ryan Meza has properly submitted an Application for Use of Facilities requesting use of the Football Field on November 19, 2023, from 1pm until 4:00pm for a flag football game; and

WHEREAS, Mr. Ryan Meza has presented this request on behalf of Calvary Chapel Gateway Church; and

WHEREAS, pursuant to Resolution No. 139-2023, the Common Council of the City of Northfield did previously authorize the use of the football by the Family Association of Northfield, on all dates from July 19, 2023 - December 1, 2023, Monday – Friday from 5pm until 9pm for practices, Saturdays and Sundays from 9am until 10pm; and

WHEREAS, Mrs. Colleen Kennedy, on behalf of the Family Association of Northfield, has advised that that November 19, 2023 from 1pm until 4pm, may be deleted from her previously authorized use, and are therefore available.

THEREFORE, BE IT RESOLVED, the request approved for Family Association of Northfield pursuant to Resolution No. 139-2023 is hereby amended to exclude November 19th 1pm until 5pm; and

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

BE IT FURTHER RESOLVED, that the approval is subject to the full execution of the Use of Facilities Agreement, and compliance with its terms and conditions, the terms and conditions of the current Use of Facilities Guidelines and the representations made in the subject Applications for Use of Facilities.

BE IT FURTHER RESOLVED, that all football facilities are presently open to the public, however, the decision to open and or close the baseball facilities to the public for use shall be solely at the discretion of the City of Northfield; and

BE IT FURTHER RESOLVED, the approval granted pursuant to this Resolution may be rescinded at any time at the sole discretion of the City of Northfield.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk



CITY OF NORTHFIELD

Application for Use of Facilities

(Other than Use of Birch Grove Park Center)

Name and Address of Organization: Calvary Chapel Gateway
533 Tilton Road, Northfield, NJ, 08225

Tell Us Who You Are / Description and Purpose of Organization: Evangelical Church, gather
on wednesdays, Sundays for praise, worship and Bible reading.

Is the Group a Not-For-Profit Organization? Yes No

Do Participants Pay a Fee for Your Sport / Event? Yes No

If Yes, How Much? \$ _____ per: Person Day Season _____ (other)

Name of Applicant / Responsible Party: _____ Title/Affiliation _____

Home Address: _____

Telephone: (H) _____ (C) _____ (W) _____

Name and Location of Facility(ies) Being Requested: Birch Grove Park / Cardinals Football field

For the Following Purpose: Church Flag Football game

on the Following Date(s): 11/19/23

Specify Hours of Use: From: 1pm To: 4pm Are Field Lights Requested*? NO

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

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

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

Will Juveniles be Present? Yes No If Yes, What Ages? All Ages invited

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

If Yes, Name of Municipality/ies: _____

Date/s and Disposition of Request/s: _____

Applicant has received a copy of the City of Northfield Use of Facilities Guidelines, Use of Facilities Agreement and City of Northfield "Protection and Safe Treatment of Minors" Policy and agrees to abide by and comply with the terms of the Guidelines, Policy, and Agreement. Applicant further acknowledges that IF THE INTENDED USE IS FOR ANY ATHLETIC FIELD, s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.

NO ALCOHOLIC BEVERAGES PERMITTED

APPLICANT:  DATE: _____
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 217-2023**

**RESOLUTION TO AMEND THE AGREEMENT BETWEEN SURENIAN,
EDWARDS, AND NOLAN, LLC, SPECIAL COUNSEL ON
AFFORDABLE HOUSING MATTERS, AND THE CITY OF
NORTHFIELD**

WHEREAS, on August 15 2023, the Common Council of the City of Northfield Council adopted Resolution 150-2023 amending a professional services contract to Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, with respect to its affordable-housing obligations in any proceeding involving (a) the New Jersey Council on Affordable Housing (“COAH”), and/or (b) a New Jersey court of competent jurisdiction; and

WHEREAS, the Common Council desires to amend the contract from an amount not to exceed \$15,000.00 to an amount not to exceed \$25,000.00. This amount is based on a reasonable estimate of services required, and the City of Northfield is not obligated to spend the entire amount.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the Agreement between the City of Northfield Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, be increased from an amount not to exceed \$15,000.00 to \$25,000.00.

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 3-01-20-155-200.

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 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 218-2023**

**APPROVAL OF SPECIFICATIONS AND AUTHORIZATION TO
PROCEED WITH PUBLIC BIDDING FOR RENOVATIONS TO THE
EXISTING LITTLE LEAGUE MAJOR FIELD AT BIRCH GROVE PARK**

WHEREAS, there exists the need to retain the services of a professional contractor to perform renovate the existing Little League Major Field to current industry standards, restore its proper shape and grade to facilitate drainage; and

WHEREAS, said specifications 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 Municipal Clerk 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 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 219-2023**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES
FOR THE PROJECT KNOWN AS
RECONSTRUCTION OF WABASH AVENUE**

WHEREAS, Schaeffer, Nassar, Scheidegg Consulting Engineers LLC have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield; and

WHEREAS, copies of said expenditure requests have been provided to the Common Council of the City of Northfield for their review; and

WHEREAS, the Common Council has deemed it appropriate to authorize the expenditure of these monies as follows:

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services - Design, Permitting, Preparation of Construction Plans and specifications and preparation of Bidding Documents for the Reconstruction of Wabash Avenue (FY2024 NJDOT Municipal Aid Program)	
Total	\$29,500.00

WHEREAS, certification of funds has been received from the Municipal Finance Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this Project is approved as submitted by Schaeffer, Nassar, Scheidegg Consulting Engineers.

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 14th day of November, 2023.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 220-2023**

**A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO EXECUTE A CONTRACT WITH AN APPROVED STATE
CONTRACT VENDOR PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Northfield, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the City of Northfield has the need to purchase three (3) new police vehicles and equipment; and

WHEREAS, the City Council wishes to enter into a three-year lease agreement with The Bancorp, to purchase three (3) new 2023 Chevrolet Malibu vehicles from Gentilini Motors, State Contract Nr. 20-Fleet-01393, in the amount of \$92,632.83; and

WHEREAS, the lease is payable in three annual installments of \$33,525.84 as per the proposal submitted 9/15/2023.

WHEREAS, the Chief Financial Officer has certified the availability of funds for the first lease installment by encumbering said funds on Purchase Order Number 23-00698, account number 3-01-25-240-222.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Council authorizes the Chief Financial Officer and Municipal Clerk to execute the required documents to lease three (3) 2023 Chevrolet Malibu Police Vehicles as stated above.

I, Mary Canesi, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 14th day of November, 2023.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 221-2023**

A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12b(4), REGARDING CONTRACT NEGOTIATIONS BETWEEN THE CITY OF NORTHFIELD AND THE NORTHFIELD PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 2364

WHEREAS, the Common Council of the City of Northfield is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act, NJSA 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Common Council of the City of Northfield to discuss in a session not open to the public certain matters relating to items authorized by NJSA 10:4-12b(4), specifically, the terms of a memorandum of agreement between the City of Northfield and the Northfield Professional Firefighter's Association, Local No. 2364, related to a previously approved extension for a temporary work schedule, and the possible extension of same.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that Council move into Executive Session, closed to the public.

IT IS FURTHER RESOLVED that the deliberations conducted in closed session may be released when a decision with respect to the matter has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to Court protection or subject to attorney-client privilege shall not be disclosed.

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 14th day of November 2023.

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 RN
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

SUBJECT: Engineers Report for November 14, 2023

DATE: November 9, 2023

PROJECTS:

NF13-43 Asset Management Plan

Work has been started on different components of the plan. North American Pipe, LLC has been contracted to video the sewer main along Tilton Road from the manhole by Little Italy Restaurant at Burton Avenue to the manhole at Maple Ave. and Roosevelt Ave. we found a major sewer main break at the intersection of Tilton and Burton causing major roadway settlement, also Infra Structurer Assessment, LLC started to inventory the sewer system. We are working on completing the sanitary sewer system inventory. I will be meeting with 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 22nd, I am meeting with Qwin to finalize the scope of this portion of the project. (4-1-2021) The contractor had to reschedule the work to mid-April. (4-15-2021) Did not get the new schedule from the Contractor yet. (4-30-2021) The contractor started to video the sewer main, we encountered 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. **(11-9-2023) 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. (7-10-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 24th. Grant Application was submitted November 24, 2020. (4-15-2021) New grant opportunity for recreational facility from the NJDEP, to be discussed. (4-30-2021) We need to file the new CDBG Grant by May 14, 2021. (5-14-2021) CDBG application was submitted to the ACIA, and currently working on the recreational grant offered by NJDCA.

(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 20th. (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. (7-14-2023) The 2024 Municipal Aid Grant was submitted. (9-8-2023) I am working on the NJDOT 2024 Safe Routes to School Grant. (10-5-2023) We have the mandatory pre-application meeting with the NJDOT and AJTA on October 10th. (10-20-2023) Working on the grant application, we have a resolution of support and maintenance on the agenda. **(11-9-2023) we have received the 2024 Municipal Aid Grant for the repaving of Wabash Avenue in the amount of \$294,540.00.**

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 5th, so the NJAWC will be able to relocate the water main. (5-14-2021) waiting on the NJAWC schedule. (6-11-2021) the water main has been relocated. (7-9-2021) NJAWC finished the work along Birch Grove Park Road. (9-10-2021) Working with the NJAWC on the covered valves issue. (9-23-2021) NJAWC applied for 6 Street Opening Permits. (11-19-2021) The NJAWC 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 7th, 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. (6-9-2023) The NJAWC started the main upgrade along Oak Avenue on 6/5/2023. Work should be completed by min July. (6-23-2023) The main from Mill Road to Cedar Bridge has been completed and the contractor will finish the main installation by July 6. During the main installation the contractor had to remove approximately 350' of existing drainage pipe, the NJAWC will replace this pipe within 30 days. (7-14-2023) The main replacement was completed, the Contractor is installing the individual services, should be completed by the end of July, also the drainage pipe will be replaced by mid-August, Final paving will be scheduled 45 days after the completion of all under groundwork. (8-10-2023) the NJAWC has completed the main replacement and re-established all services. (9-8-2023) the JAWC replaced portion of the drainage pipe that was damage (328') along Oak Avenue, During the pipe installation we found out

that the remaining existing pipe was collapsing, after discussing this with Qwin Vitale and Councilman Dewees, it was determined to replace the remaining 123' of the existing pipe at our cost (\$12,922.00). **(11-9-2023) Working with the NJAWC on the amount of their contribution toward the final roadway restoration.**

NF13-03 Street Opening:

(11-9-2023) 2 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 20th meeting. (10-16-2020) bid package and plans needed additional revisions and was not completed on time for the Council's approval at this meeting, 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 10th. (12-11-

2020) We received 6 bids, and the lowest bid was from South State, Inc. in the amount of \$527,756.00, the recommendation of award is on the Council's agenda for approval for this meeting. (1-14-2021) we had the pre-construction meeting on the 11th, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) We sent the notice to proceed, the contractor is starting the drainage improvements on March 1, 2021. (3-12-2021) The drainage pipe along Maple has been completed, and the Contractor will start the concrete work next week. (4-1-2021) The concrete work will start on the 5th. (4-15-2021) Contractor is not finished with the concrete work. (4-30-2021) All concrete has been completed, working with the Contractor on the paving schedule. (5-14-2021) Nothing new to report. (6-11-2021) the contractor started the paving portion of this project on 6/9/2021. (8-6-2021) The contractor will finish the paving and start on the punch list items the week of August 9th. (8-26-2021) The Contractor started the work on the punch list items, we sent him an email indicating the time for project completion is no later than September 15, if not finished by then, the Municipality could assess liquidated damages. (9-10-2021) the contractor finished 80% of the punch list items. (10-22-2021) Working on the payment request and the final change order. (11-19-2021) Working on the final change order, also we ordered the core sample testing to determine actual asphalt thickness and composition. (7-15-2022) Working on the final change order, so we can close out this project. (1-13-2023) I had a meeting with the Contractor to finalize the quantities for the change order and final payment. (10-20-2023) Had a meeting with the Contractor to go over few punch list items so we can close this project out. **(11-9-2023) 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 5th and I have submitted the recommendation for award for the Council members review and approval. (10-22-2021) We received the Award Concurrence from the NJDOT, so we can move forward with the pre-construction meeting and schedule the work with the contractor. (11-5-2021) The pre-construction meeting is scheduled for November 9th. (11-19-2021) The Contractor will work with Public Works to determine if the existing drainage system needs any additional upgrade. (3-4-2022) Starting dated was pushed toward the end of April, due to the water main

connection for the new school at the corner of Route 9 and Ridgewood Drive. (3-18-2022) We sent the notice to proceed to the contractor for April 1, 2022. (4-8-2022) The Contractor will start the concrete portion of this project on Monday the 11th. (4-22-2022) Concrete work has been completed; we have an issue with a shallow stormwater pipe crossing along Merritt Dr. we are in the process of replacing this pipe, also we have removed three existing trees, one tree for sight distance and two trees for motorist safety. (5-6-2022) Drainage pipe replacement has been completed; we have 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. (8-10-2023) I am in the process of updating the PMRS so we can close out this project. (9-8-2023) Final change order was submitted to the NJDEP, we are working on the additional requested information. (10-20-2023) we sent the requested information to the NJDOT. **(11-9-2023) No update.**

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

(8-6-2021) On June 15, 2021, The City awarded the slip lining contract to En-Tech Corp of NJ, for the sum of \$221,277.63. We had the pre-construction meeting on July 29, 2021. During the meeting the contractor requested that an employee from public works be present when they are slip lining the sewer main, to monitor the sewer flows and to address any issue that might come up, the work is scheduled to start the first week of September.

(8-26-2021) No update. (9-10-2021) Contractor will start the pipe cleanup next week he had an issue with the NJAWC allocating a fire hydrant for their use. (9-10-2021) the Contractor is scheduled to start on the 14th. (9-23-2021) Contractor started the pipe cleaning on September 20, 2021. (10-8-2021) The contractor finished cleaning the lines and will start the slip lining on the 11th, project should be completed by October 22nd. (10-22-2021) The project was completed we have an issue with a section of the liner near Roosevelts and Route 9, the Contractor will repair on Monday, total sewer main lined is 4,480'. (11-5-2021) The project has been completed, I still need to review all the videos for the completed work, meanwhile there is a small issue with the main along Roosevelt Avenue near Tilton Road, the Contractor will fix. (12-10-2021) Received the payment request, and all the prep and post installation videos for our review. (1-14-2022) Spoke with the contractor regarding the issue with the slip line at the intersection of Tilton and Roosevelt waiting on his time frame to fix, so we can process the payment. (2-6-2022) Due to the weather the repair can't take place until the temperature is in the upper 40, at this time we recommended a partial payment to the Contractor. (4-8-2022) We prepared the final change order for approval by Council, mainly this change order reflects few discrepancies between the as-built plan and the actual conditions in the field. (4-22-2022) We received the final payment request from the Contractor on 4-20-22, 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. (3-17-2023) 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 18th and will be completed by the 18th. (4-28-2023) the repair to damaged liner was completed on 4-20-2023. (6-9-2023) There is a one-point repair needed, the contractor was on site on June 8th this work should be completed by June 16, 2023. (7-14-2023) The project has been completed, I am preparing the NJDOT application for the street opening permit, so the contractor can finalize the Route 9 paving. (8-10-2023) A portion of Oak Avenue needs to be lined, there is approximately 1,000' of liner available from the current contract, I will contact the contractor to see if we can utilize these quantities for Oak Avenue. (10-5-2023) I sent the Contractor the maps for the additional slip lining we have approximately 1,050 feet left in the contract. **(11-9-2023) waiting on the schedule from the Contractor.**

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 1st. (8-12-2022) Working on the final punch list items, core sample testing was completed asphalt material and construction complies with the approved specifications. (8-12-2022) The contractor started the concrete work on 8-8-2022. (9-2-2022) Paving is completed at Cedarbridge, Madison, Mazza, Jenny Lynn, West Oakcrest and West Revere. The contractor will finish Northwood on the 7th and will mobilize back the week of September 19th to complete the paving. (9-15-22) The contractor finished 55 % of the project. Will mobilized to finish the paving on September 19th. (10-7-2022) All paving has been completed, the contractor will be the asphalt driveways and the punch list item. (10-21-2022) Contractor completed the line striping, working on the final change order amount and punch list items. (11-10-2022) Project will be under budget, working on the final change order amount and punch list items. (11-25-2022) working on the punch list items. The NJAWC had a main leak at the intersection of Wilson Drive and Wilson Drive. The opening was about 7'X6', I am working with the NJAWC on the limits of the pavement restoration. (9-8-2023) The final change order is on the agenda for this month's meeting. **(10-5-2023) this project has been completed.**

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. (8-10-2023) Pavement is on hold until the NJAWC main upgrade and services are finished. (9-8-2023) NJAWC completed all the work, we are working on two sewer repairs. (10-5-2023) The sewer lateral for 2127 Oak Avenue has been replaced and the Contractor is scheduled to start on Monday to replace the manhole at the intersection of Marita Ann Drive and Oak Avenue. (10-20-2023) Work was completed in Oak Avenue 10/19/2023 we will need to wait for 45 days for the settlement period, if weather warm, we could pave the first week in December. **(11-9-2023) No update.**