

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
NOVEMBER 28, 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** – November 14, 2023

**MAYOR’S REPORT**

**CITY ENGINEER’S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 222-2023** To Amend Resolution 208-2023, and Establish a New Effective Date for an Employment Status Change for Charity Zentmeyer, Adult School Crossing Guard
- 223-2023** Authorizing the Northfield Fire Department to Apply for a Grant from the South Jersey Gas First Responders Grant Program
- 224-2023** Authorization to Apply for American Rescue Plan Firefighter Grant (ARPPFG)
- 225-2023** A Resolution Approving a Memorandum of Agreement between the City of Northfield and the Northfield Professional Firefighter’s Association, Local No. 2364

**PAYMENT OF BILLS**      \$ 988,585.75

**MEETING NOTICES**

City Council	December 12 <sup>th</sup>	6pm Work Session Regular Session immediately following
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**ADJOURNMENT**

**CITY OF NORTHFIELD  
RESOLUTION NO. 222-2023**

**TO AMEND RESOLUTION 208-2023, AND ESTABLISH A NEW  
EFFECTIVE DATE FOR AN EMPLOYMENT STATUS CHANGE FOR  
CHARITY ZENTMEYER, ADULT 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**, pursuant to Resolution 208-2023, the Common Council of the City of Northfield approved a change in employment status for Charity Zentmeyer to the position of regular Adult School Crossing Guard with an effective date of October 26, 2023; and

**WHEREAS**, the Crossing Guard Supervisor has requested the effective date for the change in employment status for Ms. Zentmeyer be changed from October 26, 2023, to November 20, 2023.

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield that the effective date for the employment status change for Ms. Zentmeyer, from Substitute Adult School Crossing Guard to regular Adult School Crossing Guard, is hereby amended and memorialized as November 20, 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 28<sup>th</sup> day of November 2023.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 223-2023**

**AUTHORIZING THE NORTHFIELD FIRE DEPARTMENT TO APPLY  
FOR A GRANT FROM THE SOUTH JERSEY GAS FIRST RESPONDERS  
GRANT PROGRAM**

**WHEREAS**, the Northfield Fire Department wishes to apply for a grant from South Jersey Gas First Responders Grant Program in the amount of \$4,570.00; and

**WHEREAS**, said grant monies will fund the purchase of equipment to provide critical support for operations conducted by the Fire Department, specifically rescue struts; and

**WHEREAS**, there is no required match of municipal funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Northfield, County of Atlantic, State of New Jersey, that the submission of the application by the Northfield Fire Department is hereby approved.

**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 28<sup>th</sup> day of November, 2023.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 224-2023**

**AUTHORIZATION TO APPLY  
FOR AMERICAN RESCUE PLAN FIREFIGHTER GRANT (ARPPFG)**

**WHEREAS**, on behalf of the Common Council of the City of Northfield, the City of Northfield Fire Department desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$41,358.00 to carry out a project to purchase personal protective equipment, and an ultrasonic SCBA mask cleaner to disinfect and sanitize SCBA masks used by fire personnel; and

**WHEREAS**, the Common Council of the City of Northfield has approved the funding of matching funds in the amount of 5% of the grant.

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield does hereby authorize the application for such a grant; and,

The Common Council recognizes and accepts that the New Jersey Department of Community Affairs (hereinafter "Department") may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the Department, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of Northfield Fire Department and the New Jersey Department of Community Affairs.

**BE IT FURTHER RESOLVED** that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

\_\_\_\_\_  
(signature)

Erland Chau, Mayor  
City of Northfield

\_\_\_\_\_  
(signature)

Bruce Cummings, Chief  
City of Northfield Fire Department

**CERTIFICATION:**

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 28<sup>th</sup> day of November 2023.

\_\_\_\_\_  
Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 225-2023**

**A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT  
BETWEEN THE CITY OF NORTHFIELD AND THE NORTHFIELD  
PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 2364**

**WHEREAS**, the City of Northfield (the City) and the Northfield Professional Firefighters Association Local Union #2364 (the NPFA Local 2364) are parties to a Collective Negotiations Agreement covering the period January 1, 2020 through December 31, 2024 [1] (the current CNA); and

**WHEREAS**, on or about November 29, 2022, the parties entered into a Memorandum of Agreement which temporarily altered the terms and conditions of that agreement; and

**WHEREAS**, the Memorandum of Agreement provided that the City would re-visit the issue of whether those temporary terms and conditions needed to be extended and notify the NPFA of its decision on or before December 1, 2023; and

**WHEREAS**, the City has received a request from the NPFA that the terms and condition of that temporary MOA be extended; and

**WHEREAS**, the City has considered that request and determined it is in the best interest of both parties to extend the MOA for a period of one year, subject to the terms set forth therein; and

**WHEREAS**, the parties wish to memorialize this extension by way of a revised Memorandum of Agreement.

Now Therefore, Be It Resolved:

1. The preamble set forth above is incorporated herein by reference as if restated.
2. The terms of the Memorandum of Agreement as attached are hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to execute the said Agreement on behalf 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 28<sup>th</sup> day of November, 2023.

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Mary Canesi, RMC, Municipal Clerk

[1] Contingent upon certain conditions set forth in the Agreement

**MEMORANDUM OF AGREEMENT**

**CITY OF  
NORTHFIELD AND  
NORTHFIELD PROFESSIONAL FIREFIGHTERS'  
ASSOCIATION LOCAL UNION #2364  
INTERNATIONAL ASSOCIATION OF  
FIREFIGHTERS AFL-CIO**

WHEREAS, the City of Northfield (the City) and the Northfield Professional Firefighters Association Local Union #2364 (the NPFA Local 2364) are parties to a Collective Negotiations Agreement covering the period January 1, 2020, through December 31, 2024 (the current CNA); and

WHEREAS, the Current CNA specifically sets forth the employee work schedule and hours of work at Article 19; and

WHEREAS, the current CNA also sets forth other terms and conditions of employment for employees of the NPFA Local 2364, including but not limited to accrued leave time; and

WHEREAS, on or about September 15, 2020, the City and the NPFA Local 2364 entered into a Memorandum of Agreement (the MOA) altering those terms on a temporary basis in light of the Public Health Emergency in the State of New Jersey created by the Coronavirus disease 2019 ("COVID-19"); and

WHEREAS, three subsequent Memorandum of Agreements have been executed which, for various reasons, extended the temporary schedule for three additional one-year terms covering the period January 1, 2021, through December 31, 2021, January 1, 2022, through December 31, 2022, and January 1, 2023, through December 31, 2023; and

WHEREAS, on or October 5, 2023, the NPFA Local 2364 submitted a request to the Fire Chief requesting that the City continue the temporary work schedule; and

WHEREAS, the most recent Memorandum of Agreement, which was executed on November 29, 2022, states that "The City will notify the NPFA no later than December 1, 2023, if the City intends to extend this amended schedule beyond December 31, 2023."; and

WHEREAS, Council discussed the requests submitted by the NPFA and extending the November 29, 2022, MOA in closed session on November 14, 2023, and desires to continue the terms for an additional one-year period, subject to the same terms and conditions as set forth in the December 2020 MOA, December 2021 MOA and December, 2022 MOA; and

WHEREAS, the City and NPFA wish to memorialize a new agreement.

NOW THEREFORE the parties agree as follows:

1. The statements of the preamble are restated and incorporated in full.
2. The terms and conditions of the Memorandum of Agreement between the parties approved by Council on December 16, 2021, is hereby extended until December 31, 2024, and all terms, including the preamble, are incorporated in full in this Memorandum of

Agreement.

3. The City anticipates that this temporary amended schedule will be in place until December 31, 2024. However, the City and NPFA agree that the City, in its sole discretion, may revoke this Agreement at any time. In that case, the schedule will revert to its prior form under the current CNA.
4. The City will notify the NPFA no later than December 1, 2024, if the City intends to extend this amended schedule beyond December 31, 2024.
5. If no extension is provided by the City, it is understood that schedule, and all other terms, will revert to its prior form under the current CNA, effective January 1, 2025.
6. In light of the current CNA expiring on December 31, 2024, the parties shall meet no later than August 1, 2024, in order to commence negotiations for a subsequent CNA so that the parties will address this matter in advance of the December 1, 2024 deadline set above.
7. This Memorandum of Agreement shall not be construed in any way as the City waiving any of its managerial rights, nor shall it be construed as the NPFA waiving any of its rights.
8. Other provisions of the current CNA not specifically mentioned in the December 2020 MOA, subsequent December 2021 MOA, or December 2022, MOA, that may be inconsistent with this schedule change will be read to ensure consistency with this change. Nevertheless, the parties do agree that this temporary schedule is neither meant to reduce nor enhance any benefit previously negotiated or provided in the CNA and the parties shall conduct themselves accordingly.
9. All other provisions of the Current CNA will remain in full force and effect.

CITY OF NORTHFIELD

NPFA LOCAL 2364

\_\_\_\_\_  
BY: Erland Chau, Mayor

\_\_\_\_\_  
BY:

Date:

Date:

# 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 28, 2023

**DATE:** November 22, 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. **(11-22-2023) 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 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. (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 10<sup>th</sup>. (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. **(11-22-2023) Safe Route to School grant was submitted on 11-16-2023.**

#### **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. (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. **(11-22-2023) Payment was received.**

**NF13-03      Street Opening:**

**(11-22-2023) No 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. (10-20-2023) Had a meeting with the Contractor to go over few punch list items so we can close this project out. **(11-22-2023) 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 the 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. (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. **(11-22-2023) 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 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 4-20-22, 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 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. (6-9-2023) There is a one-point repair needed, the contractor was on site on June 8<sup>th</sup> 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. **(11-22-2023) 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 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. (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. **(11-22-2023) Due to the weather and the upcoming holidays, paving will be scheduled for the first week in March 2024.**