

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
APRIL 8, 2014**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231

FLAG SALUTE

ROLL CALL: Chau, Dewees, Devine, O'Neill, Perri, Piergiovanni, Travagline

APPROVAL OF MINUTES – March 25, 2014

COMMITTEE REPORTS

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 67-2014** Authorize the Hiring of Zachary Pettit as a Seasonal Concession Stand Attendant for Birch Grove Park
- 68-2014** Authorize the Hiring of Jerry Slotterback as a Seasonal Laborer for Birch Grove Park
- 69-2014** Final Change Order #1 - 2012 Paving Project
- 70-2014** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Certain Projects - 2014 Road Paving Project
- 71-2014** To Formally Request that the County of Atlantic Loan Certain Equipment to the City of Northfield to Facilitate a Traffic Study
- 72-2014** A Resolution Approving a Request for Proposals for the Replacement of the Municipal File Server for the City of Northfield
- 73-2014** Resolution of Support for Bicycle and Pedestrian Safety Planning Assistance from the New Jersey Department of Transportation
- 74-2014** Approval of Specifications and Authorization to Proceed with Advertisement for Bids for the Purchase of an Aerial Bucket Truck for The Public Works Department
- 75-2014** Resolution of the City Council of the City of Northfield, County of Atlantic, New Jersey Authorizing the Council President Pro Tempore to Execute A Certain Agreement with James M. Rutala Associates, LLC
- 76-2014** 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. 10:4-12, Regarding Possible Anticipated Litigation and Matters Falling within the Attorney Client Privilege Requiring Confidentiality
- 77-2014** 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. 10:4-12, Regarding Pending Litigation in the Matter of Jack Trocki Development Co., LLC, V City of Northfield

PAYMENT OF BILLS \$ 1,133,593.53

MEETING NOTICES

City Council

May 13th

6:00pm Work Session

Regular Session Immediately Following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 67-2014**

**AUTHORIZE THE HIRING OF ZACHARY PETTIT AS A SEASONAL
CONCESSION STAND ATTENDANT FOR BIRCH GROVE PARK**

WHEREAS, there is a need to fill the position of seasonal concession stand attendant for Birch Grove for an assignment not to exceed 6 months in length; and

WHEREAS, it is the recommendation of Vicky Rutter, Park Supervisor, and Greg Dewees, Birch Grove Park Council Chair, that Zachary Pettit be hired for the position.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that Zachary Pettit authorized to be hired as seasonal concession stand attendant commencing Thursday, May 1, 2014.

IT IS FURTHER RESOLVED that compensation for Zachary Pettit shall be \$8.25 per hour for up to a 32-hour work week.

IT IS FURTHER RESOLVED that Zachary Pettit is not entitled to benefits, to sick or vacation time and shall comply with the Policies and Procedures of the City of Northfield.

BE IT FURTHER RESOLVED by the Council of the City of Northfield that the hiring of Zachary Pettit is hereby approved.

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 8th day of April 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 68-2014**

**AUTHORIZE THE HIRING OF JERRY SLOTTERBACK AS A
SEASONAL LABORER FOR BIRCH GROVE PARK**

WHEREAS, there is a need to fill the position of seasonal laborer for Birch Grove for an assignment not to exceed 6 months in length; and

WHEREAS, it is the recommendation of Vicky Rutter, Park Supervisor, and Greg Dewees, Birch Grove Park Council Chair, that Jerry Slotterback be hired for the position.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that Jerry Slotterback is authorized to be hired as a seasonal laborer commencing Thursday, May 1, 2014.

IT IS FURTHER RESOLVED that compensation for Jerry Slotterback shall be \$13.00 per hour not to exceed \$15,000.00 annually.

IT IS FURTHER RESOLVED that Jerry Slotterback is not entitled to benefits, to sick or vacation time and shall comply with the Policies and Procedures of the City of Northfield.

BE IT FURTHER RESOLVED by the Council of the City of Northfield that the hiring of Jerry Slotterback is hereby approved.

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 8th day of April 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 69-2014**

**FINAL CHANGE ORDER # 1
2012 PAVING PROJECT**

WHEREAS, the City of Northfield did award a contract for the “2012 Paving Project” and did enter into a contract with South State, Inc. for the amount of \$574,593.02 and;

WHEREAS, during performance of the project, the contract quantities were adjusted as required to meet the actual amounts used during the construction, and some additional work was required to properly complete and enhance the project, with the adjusted quantities and additional work being herein enclosed in Appendix A;

NOW, THEREFORE, BE IT RESOLVED that the Contract for “2012 Paving Project” be amended from \$574,593.02 to \$506,580.52 for a net decrease of \$68,012.50.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a regular meeting of the City Council of Northfield, held this 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

APPENDIX A
2012 PAVING PROJECT
CITY OF NORTHFIELD, Doran #11813
Page 1 of 2

ITEM #	DESCRIPTION	QTY/ UNIT	QTY/ DATE	UNIT PRICE	TOTAL
1	CLEAR SITE/ MOBILIZATION	LUMP SUM	100%	\$25,000.00	\$25,000.00
2	EXCAVATION/ REMOVAL OF UNSUITABLE BASE	575 CY	100 CY	\$0.01	\$1.00
3	GRAVEL SUB-BASE/ IF & WHERE DIRECTED	1280 CY	300 CY	\$0.01	\$3.00
4	MILL EXISTING SURFACE				
	A. MILL EXISTING SURFACE, 4.5" THICK	15,100 SY	14,601 SY	\$4.50	\$65,704.50
	B. MILL EXISTING SURFACE, 2" THICK	3,100 SY	3,002 SY	\$4.50	\$13,509.00
5	BITUM. STAB BASE HMA 19M64 3"TH	15,100 SY	14,601 SY	\$11.50	\$167,911.50
6	BITUM. CONC SURF HMA 9.5M64 1.5"TH	15,100 SY	14,601 SY	\$7.00	\$102,207.00
7	BITUM. CONC SURF HMA 12.5M64 2"TH	4,025 SY	3,902 SY	\$8.25	\$32,191.50
8	CONCRETE CURB	1,375 LF	1,417 LF	\$21.00	\$29,757.00
9	CONCRETE DRIVEWAY	385 SY	380.4 SY	\$58.50	\$22,253.40
10	CONCRETE SIDEWALK/ IF & WHERE DIRECTED	200 SY	194.1 SY	\$56.25	\$10,918.13
11	12" CONCRETE GUTTER	945 LF	981 LF	\$17.50	\$17,167.50
12	12" HDPE STORMWATER PIPE	120 LF	113 LF	\$55.00	\$6,215.00
13	RESET CASTING	14 UN	4 UN	\$300.00	\$1,200.00
14	BIKE SAFE GRATE	2 UN	3 UN	\$400.00	\$1,200.00
15	ENVIRONMENTAL CURB PIECE 6"	2 UN	1 UN	\$300.00	\$300.00
16	ADA DETECTABLE WARNING SURFACE				
	A. INSTALLED ON NEW RAMPS	32 SF	48 SF	\$35.00	\$1,680.00
	B. INSTALLED ON EXIST. RAMPS	112 SF	112 SF	\$45.00	\$5,040.00
17	TRAFFIC PAINT - A. STOP BARS	84 LF	84 LF	\$5.50	\$462.00
	B. 4" WHITE LINE STRIPES	540 LF	593 LF	\$1.10	\$652.30
	C. 4" BLUE LINE STRIPES	150 LF	273 LF	\$2.40	\$655.20
	D. 4" YELLOW LINE STRIPES	100 LF	0 LF	\$1.10	\$0.00

ITEM #	DESCRIPTION	QTY/ UNIT	QTY/ DATE	UNIT PRICE	TOTAL
	E. BLUE WHEEL CHAIR SYMBOL	2 UN	3 UN	\$135.00	\$405.00
18	TYPE A INLET	1 UN	1 UN	\$3,000.00	\$3,000.00
19	REPAIRS TO EXISTING CURB				
	A. SAWCUT EXISTING CURB	220 LF	0 LF	\$2.00	\$0.00
	B. PARGE EXISTING CURB	220 LF	0 LF	\$20.00	\$0.00
20	ASPHALT DRIVEWAY	45 SY	25 SY	\$40.00	\$1,000.00
21	TOPSOIL & SOD	1080 SY	0 SY	\$10.00	\$0.00
22	TRAFFIC SIGNS A. "RESERVED PARKING" SIGN	2 UN	3 UN	\$145.00	\$435.00
	B. "PENALTY" SIGN	2 UN	3 UN	\$10.00	\$30.00
23	TRAFFIC CONTROL AND PROTECTION				
	A. CONSTRUCTION SIGN				
	1. W20-1 "ROAD WORK 500 FT"	24 UN	10 UN	\$0.01	\$0.10
	2. W20-1 "ROAD WORK 1000 FT"	24 UN	10 UN	\$0.01	\$0.10
	3. W20-1 "ROAD WORK 1500 FT"	24 UN	10 UN	\$0.01	\$0.10
	4. R11-4 "ROAD CLOSED TO THRU TRAFFIC"	20 UN	20 UN	\$0.01	\$0.20
	5. R11-2 "ROAD CLOSED"	36 UN	20 UN	\$0.01	\$0.20
	A. DRUMS	285 UN	30 UN	\$0.01	\$0.30
	B. CONES	285 UN	50 UN	\$0.01	\$0.50
24	ASPHALT PRICE ADJUSTMENT	LUMP SUM	LUMP SUM	\$20,000.00	-\$3,921.38
25	FUEL PRICE ADJUSTMENT	LUMP SUM	LUMP SUM	\$5,000.00	-\$615.63
26	CITY ALLOWANCE	LUMP SUM	0%	\$10,000.00	\$0.00
SA 1	TOPSOIL	LUMP SUM	706 SY	\$3.00	\$2,118.00
				TOTAL	\$506,580.52

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 70-2014**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH CERTAIN PROJECTS**

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 City Council for their review; and

WHEREAS, City 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 – Survey, Design, Bidding, Construction inspection, Material Testing and Contract Administration for the 2014 Road Paving Project which includes paving the road areas as follows: East Revere Avenue (East of Swilkey Avenue) East Oakcrest Avenue (East of Swilkey Avenue) Surrey Avenue Rosedale Avenue Yorkshire Avenue	\$ 92,003.00
Total	\$ 92,003.00

WHEREAS, Certification of Availability of Funds has been received from the Chief Finance Officer.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body 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 City Council of Northfield held this 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 71-2014**

**TO FORMALLY REQUEST THAT THE COUNTY OF ATLANTIC LOAN
CERTAIN EQUIPMENT TO THE CITY OF NORTHFIELD TO
FACILITATE A TRAFFIC STUDY**

WHEREAS, that the City Council of the City of Northfield will be performing a traffic study at the intersection of Steelman Avenue and Oxford Circle in the City of Northfield in order to evaluate traffic flow and patterns, and to identify possible safety improvements; and

WHEREAS, the performance of this study will require the use of certain equipment that the City of Northfield does not possess; and

WHEREAS, the County of Atlantic possesses traffic counting devices and traffic barricades that would be needed by the City of Northfield to perform said traffic study.

BE IT RESOLVED that the City of Northfield hereby requests that the County of Atlantic allow the use on loan of traffic counting devices and traffic barricades for a period of 60 days.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a regular meeting of the City Council of Northfield, held this 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 72-2014**

**A RESOLUTION APPROVING A REQUEST FOR PROPOSALS FOR
THE REPLACEMENT OF THE MUNICIPAL FILE SERVER FOR THE
CITY OF NORTHFIELD**

WHEREAS, the City Council of the City of Northfield does recognize the need to replace the municipal computer file server for the City of Northfield; and

WHEREAS, the Qualified Purchasing Agent for the City of Northfield is recommending that a Request for Proposals be advertised for the replacement of the municipal file server.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Northfield that the Municipal Clerk is hereby authorized to advertise a Request for Proposals for the replacement of the municipal file server.

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 8th day of April 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 73-2014**

**RESOLUTION OF SUPPORT FOR BICYCLE AND PEDESTRIAN SAFETY
PLANNING ASSISTANCE FROM THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION**

WHEREAS, the City of Northfield recognizes a concern for the safe, orderly and efficient movement of vehicular traffic and pedestrians throughout the City;

WHEREAS the safety of pedestrians and bicyclist is of utmost importance and the City has and plans to continue to explore ways to provide for safe access throughout the community;

WHEREAS, the New Jersey Bicycle and Pedestrian Master Plan has established a vision for the State of New Jersey as a place where people choose to walk or bicycle with confidence and a sense of security; and

WHEREAS, the New Jersey Department of Transportation provides assistance by assigning consultants with expertise on local bicycle and pedestrian planning to help communities conduct circulation studies focusing on key corridor or activity centers; and

WHEREAS, the City of Northfield wishes to work with the State and County to provide safer access for pedestrians and bicyclist throughout the community; and

WHEREAS, the City of Northfield understands that this is a partnership program and the City would commit staff and resources to assist in this effort as needed; and

WHEREAS, the City of Northfield is interested in obtaining Local Pedestrian and Bicycle Planning Assistance; and

NOW THEREFORE, BE IT RESOLVED, that the governing body of the City of Northfield supports an application for Local Pedestrian and Bicycle Planning Assistance;

BE IT FURTHER RESOLVED, that the City of Northfield with the support of the State and County will make a good faith effort to implement the recommendation of this planning study.

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 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 74-2014**

**APPROVAL OF SPECIFICATIONS AND AUTHORIZATION TO
PROCEED WITH ADVERTISEMENT FOR BIDS FOR THE PURCHASE
OF AN AERIAL BUCKET TRUCK FOR THE PUBLIC WORKS
DEPARTMENT**

WHEREAS, specifications for the purchase of an Aerial Bucket Truck have been submitted by the Public Works Department for review and approval by the Council of the City of Northfield; and

WHEREAS, the Council of the City of Northfield is desirous of approving said specifications and authorizing the Municipal Clerk to proceed with public advertisement for bids; and

WHEREAS, funds are available for this purpose.

BE IT RESOLVED, by the Council of the City of Northfield, Atlantic County, New Jersey that the aforesaid specifications for the purchase of an Aerial Bucket Truck are hereby approved and the Municipal Clerk is authorized to proceed with public advertisement for bids.

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 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 75-2014**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY AUTHORIZING
COUNCIL PRESIDENT PRO TEMPORE TO EXECUTE A CERTAIN
AGREEMENT WITH JAMES M. RUTALA ASSOCIATES, LLC**

WHEREAS, the Council for the City of Northfield has duly appointed James M. Rutala Associates, LLC (“Rutala”) to provide planning and grant writing services in accordance with a written agreement to be executed between the City of Northfield and Rutala by way of the following Resolution(s):

1. Resolution 64-2014

WHEREAS, the Council for the City of Northfield has duly approved the form of the Agreement to be executed between the City of Northfield and Rutala by way of Resolution 46-2014.

WHEREAS, the Agreement has been presented to the Mayor of the City of Northfield who has expressed an intention not to execute the Agreement despite its approval by the Council for the City of Northfield.

WHEREAS, it remains the position of the Council of the City of Northfield that the execution of the Agreement and the potential for a realization of grant funding is in the interests of the health, safety and welfare of the residents of the City of Northfield and that the prompt execution of the Agreement is necessary to carry out the purpose of the above cited Resolution(s) and for the continued operation of the business affairs of the City of Northfield.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, as follows:

1. The Council President Pro Tempore is hereby authorized and directed to execute, the Rutala Agreement on behalf of the City of Northfield.
2. All resolutions, or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.
3. This resolution shall take effect immediately upon adoption.

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 City Council of Northfield, held this 8th day of April, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 76-2014**

**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. 10:4-12
REGARDING POSSIBLE ANTICIPATED LITIGATION AND MATTERS
FALLING WITHIN THE ATTORNEY CLIENT PRIVILEGE
REQUIRING CONFIDENTIALITY**

WHEREAS, the City 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 City Council of the City of Northfield to discuss in a session not open to the public certain matters relating to potential and/or anticipated litigation and matters falling within the attorney client privilege requiring confidentiality.

WHEREAS, the purpose of this meeting is to provide privileged and confidential legal advice with regard to potential and/or anticipated Mount Laurel litigation.

NOW THEREFORE, BE IT RESOLVED by the City 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 City Council of Northfield, held this 8th day of April 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 77-2014**

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. 10:4-12 REGARDING PENDING LITIGATION IN THE MATTER OF JACK TROCKI DEVELOPMENT CO., LLC, V CITY OF NORTHFIELD

WHEREAS, the City 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 City Council of the City of Northfield to discuss in a session not open to the public certain matters relating to a civil action suit filed in Superior Court of New Jersey by Jack Trocki Development Co., LLC against the City of Northfield.

WHEREAS, the purpose of this meeting is to provide a status update to the Council of the City of Northfield with regard to the lawsuit.

NOW THEREFORE, BE IT RESOLVED by the City 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 City Council of Northfield, held this 8th day of April 2014.

Mary Canesi, RMC, Municipal Clerk