

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 26, 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

CERTIFICATE OF ACHIEVEMENT – EAGLE SCOUT RYAN EDWARDS

7:30 PRESENTATION

- Northfield Board of Education – Bond Referendum

APPROVAL OF MINUTES – July 29, 2014

COMMITTEE REPORTS

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

146-2014 Authorization to Refund of Sewer Payments on Block 27 Lot 22.01

147-2014 Refund of Property Taxes – Block 102 Lot 19

148-2014 Refund of Property Taxes – Block 82 Lot 7.01

149-2014 Authorization to Create a Municipal Lien for Property Maintenance Costs

150-2014 To Authorize the Acceptance of Credit Card Payments

151-2014 Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Certain Projects

152-2014 Cancellation of Grant Balance

153-2014 Rejecting Bid for Supplying of Vehicle Repair and Maintenance Services for the Cities of Northfield and Linwood

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 26, 2014**

- 154-2014** 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 an Employment Agreement between the City of Northfield and Lauren W. Crooks, Assistant Fire Chief
- 155-2014** 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. 10:4-12b(4), Regarding a Potential Separation of Employment Agreement with Acting Captain of Police Daniel Mitchell

ORDINANCE

- 6-2014** An Ordinance Establishing No Parking on a Section of Merritt Drive
Second Reading/Public Hearing/Final Adoption
Published in the Press of AC August 30, 2014

PAYMENT OF BILLS \$ 3,319,411.00

MEETING NOTICES

City Council	September 9 th	6:00pm Work Session Regular Session Immediately Following
City Council	September 23 rd	6:00pm Work Session Regular Session Immediately Following
Special School Election	September 30 th	Northfield Community School 2:00pm to 9:00pm

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 146-2014**

**A RESOLUTION TO AUTHORIZE THE REFUND OF SEWER
PAYMENTS ON BLOCK 27 LOT 22.01**

WHEREAS, the property located on Block 27, Lot 22.01, also known as 2323 New Road, in the City of Northfield has been deemed demolished and has not been connected to the City's sewer system since the end of 2011.

WHEREAS, the annual fee in the City of Northfield for a legal commercial property with one sewer unit is \$330.00 per year; and

WHEREAS, Block 27, Lot 22.01, also known as 2323 New Road, in the City of Northfield, was charged and paid sewer fees as follows:

<u>Calendar Year</u>	<u>Amount Charged / Paid</u>
2012	\$330.00
2013	\$330.00
2014	<u>\$165.00</u>
Total	\$825.00

WHEREAS, it is the recommendation of the Tax Collector that the owner of Block 27, Lot 22.01, also known as 2323 New Road, in the City of Northfield, be refunded \$825.00.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that sewer charges for the years 2012 through 2014, inclusive, in the amount of \$825.00, be refunded to Nikmehr Properties LLC., 301 Central Avenue, Egg Harbor Township, NJ 08234.

CINDY RUFFO, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 147-2014**

REFUND OF PROPERTY TAXES – BLOCK 102 LOT 19

WHEREAS, Mr. David Gelona, the owner of Block 102 Lot 19, also known as 6 Oakview Drive, in the City of Northfield, qualifies for an annual \$250.00 Veteran’s Property Tax Deduction; and

WHEREAS, this deduction was not applied for calendar year 2014.

BE IT RESOLVED by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that \$250.00 be refunded to David Gelona, the owner of Block 102 Lot 19, also known as 6 Oakview Drive, Northfield, New Jersey, 08225, for the 2014 Veteran’s Property Tax Deduction.

Cindy Ruffo, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 148-2014**

REFUND OF PROPERTY TAXES – VARIOUS

BE IT RESOLVED by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that over payment of 2014 property taxes be refunded as follows due to overpayment:

BLK	LOT	PROPERTY ADDRESS	AMOUNT OF REFUND	PROPERTY ADDRESS
82	7.01	Matthew and Amanda Heiskell 12 Chestnut Woods Drive Bel Air, MD 21014	\$2,567.77	2325 Merritt Drive
92	44	Barry Cramer and Amber Lyston 23 Locust Dr. Northfield, NJ	\$1,419.43	23 Locust Drive

Cindy Ruffo, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 149-2014**

**AUTHORIZATION TO CREATE A MUNICIPAL LIEN
FOR PROPERTY MAINTENANCE COSTS**

WHEREAS, the City of Northfield Inspections Department sent one certified and one plain notice to the owner of the following property in the City of Northfield who was found to be in violation of Article II, Chapter 268-6 of the City of Northfield Municipal Code, concerning Property Maintenance:

Block 118, Lot 5.01

WHEREAS, no action was taken by the owner to correct the violations at the property; and

WHEREAS, the Public Works Department of the City of Northfield was instructed to remedy the violations and submit the associated costs of bringing the property into compliance with the Article II, Chapter 268-6 of the City of Northfield Municipal Code, concerning Property Maintenance; and

WHEREAS, the Manager of the Public Works Department of the City of Northfield submitted a bill in the amount below:

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the City Of Northfield is in agreement to create a Lien as follows to pay for the cleanup of the property listed, in the amount as stated:

<u>Lien#</u>	<u>Bl/Lot</u>	<u>Owner's Name</u>	<u>Property Address</u>	<u>Amount</u>
G140008	118/5.01	David Trivelli	1209 Zion Road	\$276.40

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 150-2014**

TO AUTHORIZE THE ACCEPTANCE OF CREDIT CARD PAYMENTS

WHEREAS, N.J.S.A 40A:5-43 et seq., “the Government Electronic Payment Acceptance Act” permits local units to enter into agreements with processors to utilize electronic receipts as an alternative to acceptance of cash and checks as receipt for local unit obligations, and;

WHEREAS, N.J.S.A 40A:5-43 et seq. requires local units to authorize the acceptance of electronic receipts by resolution of the governing body, and;

WHEREAS, the City Council of the City of Northfield, County of Atlantic, State of New Jersey recognizes the acceptance of electronic payments for certain City imposed obligations is a convenience that should be offered.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Tax Office is hereby permitted to utilize electronic receipts, namely Credit Cards, Debit Cards, and E-checks for the payment of current tax and sewer obligations to the extent permitted by law.

BE IT FURTHER RESOLVED, that Birch Grove Park in the City of Northfield is hereby permitted to utilize electronic receipts, namely Credit Cards, Debit Cards, and E-checks for the payment of camping and recreation fees to the extent permitted by law.

BE IT FURTHER RESOLVED, that the Tax Collector, Birch Grove Park Supervisor, and Chief Financial Officer are directed to implement the electronic receipts system in compliance with all applicable rules, regulations and directives.

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 151-2014**

**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 – Reconstruction of Broad Street, Phase III: request includes survey, design, bid, inspection, materials testing and contract administration	\$ 42,817.73
Total	\$ 42,817.73

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, N
RESOLUTION NO. 152-2014**

CANCELLATION OF GRANT BALANCE

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

WHEREAS, it is necessary to formally cancel said balances;

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

Grant	Receivable	Appropriation	Cash Match
2013 Municipal Alliance Grant	\$2,532.60	\$3,061.35	528.75

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 153-2014**

**REJECTING THE BID FOR THE SUPPLYING OF VEHICLE
REPAIR AND MAINTENANCE SERVICES FOR THE CITIES
OF NORTHFIELD AND LINWOOD**

WHEREAS, the City of Linwood advertised for and received bids for the Supplying of Vehicle Repair and Maintenance for the Cities of Linwood and Northfield in accordance with Resolution No. 121-2014; and

WHEREAS, one bid was received by the City of Linwood on Thursday, July 10, 2014 at 10:00 A.M.; and

WHEREAS, the bid submitted has been reviewed and it has been determined that the bid is well in excess of the amount budgeted with regard to the aforesaid service; and

WHEREAS, the Chief Finance Officer has indicated that the submitted bid far exceed the budget for the subject service;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Northfield that the bid submitted on July 10, 2014 for the Supplying of Vehicle Repair and Maintenance for the Cities of Northfield and Linwood be and is hereby rejected.

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 154-2014**

**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. 10:4-12b(4), REGARDING AN EMPLOYMENT
AGREEMENT BETWEEN THE CITY OF NORTHFIELD AND LAUREN
W. CROOKS, ASSISTANT FIRE CHIEF**

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 items authorized by NJSA 10:4-12b(4), specifically, a proposed employment agreement between the City of Northfield and Lauren W. Crooks, Assistant Fire Chief.

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 155-2014**

**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. 10:4-12b(4), REGARDING A POTENTIAL SEPARATION
OF EMPLOYMENT AGREEMENT WITH ACTING CAPTAIN OF
POLICE DANIEL MITCHELL**

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 items authorized by NJSA 10:4-12b(4), specifically, a potential separation of employment agreement between the City of Northfield and Daniel Mitchell, Acting Captain of Police.

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 26th day of August, 2014.

Mary Canesi, RMC, Municipal Clerk