

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
DECEMBER 15, 2015**

**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:** Dewees, Lischin, Murray, O'Neill, Perri, Piergiovanni, Travagline

**PROCLAMATION IN REMEMBRANCE OF GEORGE EVINSKI**

**PRESENTATION TO EAGLE SCOUTS:**

- Casey Delcher
- Lorenzo Robinson
- Bryce Cotterell

**APPROVAL OF MINUTES** – November 24, 2015

**COMMITTEE REPORTS**

**Councilman Perri** - Fire Department/EMS, Insurance and Safety, Sewer Inter Local, Planning Board, Senior Citizens

**Councilman O'Neill** - Court/Violations, FAN, Library, Economic Development, Shared Services

**Councilman Piergiovanni** - Chamber of Commerce, Municipal Alliance

**Councilman Dewees** - Buildings/Grounds, Birch Grove, Public Works, Little League/Babe Ruth, Northfield School

**Councilman Murray** - Finance/Collections, Inspections/Engineering, Veterans Park, County/State

**Councilman Lischin** - Technology, Cultural Committee, Mainland Regional, Green Team

**Council President Travagline**

**MAYOR'S REPORT**

**CITY ENGINEER'S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
DECEMBER 15, 2015**

**RESOLUTIONS**

- 200-2015** A Resolution Approving an Agreement Between the City of Northfield and Government Workers Union Local No. 410, for Supervisory Employees, Effective January 1, 2016 through December 31, 2017
- 201-2015** A Resolution Approving an Agreement Between the City of Northfield and Government Workers Union Local No. 420, for Blue Collar Workers, Effective January 1, 2016 Through December 31, 2017
- 202-2015** A Resolution Approving an Agreement Between the City of Northfield and Government Workers Union Local No. 430, for White Collar Workers, Effective January 1, 2016 Through December 31, 2017
- 203-2015** Authorizing Refund of Overpayment of Taxes
- 204-2015** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 and N.J.S.A. 54:4-3.32
- 205-2015** Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014 – June 2019
- 206-2015** To Establish a Premium Only Plan and a Flexible Spending Account for Eligible Employees Pursuant to Section 125 of the Internal Revenue Code
- 207-2015** A Resolution Confirming the Appointment of Mitchell Waldman as the Municipal Court Judge for the City of Northfield
- 208-2015** Authorizing Release of Performance Guarantee and the Posting of a 2-Year Maintenance Guarantee for Block 97, Lot 15.01
- 209-2015** Authorizing Appointment of Business Administrator and Rescinding Appointment of Personnel Coordinator
- 210-2015** Approving an Employment Agreement between the City of Northfield and Mary Canesi, Registered Municipal Clerk Effective January 1, 2016
- 211-2015** 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 for EMS Shared Services with the Township of Egg Harbor

**PAYMENT OF BILLS** \$1,641,008.09

**MEETING NOTICES**

City Council

January 5<sup>th</sup>

Reorganization Meeting 7:00pm

**ADJOURNMENT**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 200-2015**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE CITY OF NORTHFIELD AND GOVERNMENT WORKERS UNION  
LOCAL NO. 410, FOR SUPERVISORY EMPLOYEES, EFFECTIVE  
JANUARY 1, 2016 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the existing Agreement between the City of Northfield, Atlantic County, New Jersey and Government Worker's Union, Local No. 410, for Supervisory Employees, will expire December 31, 2015; and

**WHEREAS**, negotiations have been ongoing with respect to a new Contract; and

**WHEREAS**, the parties have agreed to the terms and conditions of an Agreement to be effective January 1, 2016 through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Northfield, County of Atlantic and State of New Jersey, that the terms and conditions of an Agreement with the Government Workers Union, Local No. 410, effective January 1, 2016, through December 31, 2017 are hereby adopted, a copy of said Agreement being attached to this Resolution.

**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 City Council of Northfield, held this 15<sup>th</sup> day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 201-2015**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE CITY OF NORTHFIELD AND GOVERNMENT WORKERS UNION  
LOCAL NO. 420, FOR BLUE COLLAR WORKERS,  
EFFECTIVE JANUARY 1, 2016 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the existing Agreement between the City of Northfield, Atlantic County, New Jersey and Government Worker's Union, Local No. 420, for Blue Collar Workers, will expire December 31, 2015; and

**WHEREAS**, negotiations have been ongoing with respect to a new Contract;  
and

**WHEREAS**, the parties have agreed to the terms and conditions of an Agreement to be effective January 1, 2016 through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Northfield, County of Atlantic and State of New Jersey, that the terms and conditions of an Agreement with the Government Workers Union, Local No. 420, effective January 1, 2016, through December 31, 2017 are hereby adopted, a copy of said Agreement being attached to this Resolution.

**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 City Council of Northfield, held this 15<sup>th</sup> day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 202-2015**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE CITY OF NORTHFIELD AND GOVERNMENT WORKERS UNION  
LOCAL NO. 430, FOR WHITE COLLAR WORKERS  
EFFECTIVE JANUARY 1, 2016 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the existing Agreement between the City of Northfield, Atlantic County, New Jersey and Government Worker's Union, Local No. 430, for White Collar Workers, will expire December 31, 2015; and

**WHEREAS**, negotiations have been ongoing with respect to a new Contract;  
and

**WHEREAS**, the parties have agreed to the terms and conditions of an Agreement to be effective January 1, 2016 through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Northfield, County of Atlantic and State of New Jersey, that the terms and conditions of an Agreement with the Government Workers Union, Local No. 430, effective January 1, 2016, through December 31, 2017 are hereby adopted, a copy of said Agreement being attached to this Resolution.

**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 City Council of Northfield, held this 15<sup>th</sup> day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 203-2015**

**AUTHORIZING REFUND OF OVERPAYMENT OF TAXES**

**BE IT RESOLVED** by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that refunds for overpaid taxes pursuant to the following are hereby authorized:

<b>REFUND TO</b>	<b>BLK</b>	<b>LOT</b>	<b>PROPERTY ADDRESS</b>	<b>REFUND AMOUNT</b>
Wells Fargo Real Estate Tax Service, LLC Attn: Financial Support Unit Region #1 1 Home Campus Mac X 2302-040 Des Moines, IA50328-0001	53	19	702 BURTON AVE	\$1,970.80
<b>Total Amount Of Refund:</b>				\$1,970.80

<b>REFUND TO</b>	<b>BLK</b>	<b>LOT</b>	<b>PROPERTY ADDRESS</b>	<b>REFUND AMOUNT</b>
Corelogic Real Estate Tax Service P.O. Box 961250 Fort Worth, TX 76161-9887	67	1.03	701 Lake Avenue	\$ 1,909.50
	114	5	910 Second Street	\$ 294.24
	153	15	50 E Oakcrest Avenue	\$ 613.00
<b>Total Amount Of Refund:</b>				\$ 2,816.74

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

\_\_\_\_\_  
Michele L. Kirtsos, 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 15<sup>th</sup> day of December, 2015.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 204 -2015**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF  
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32**

**WHEREAS**, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 124 Lot 24 (30 Roosevelt Avenue) for 2015 which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a); and

**WHEREAS**, it is the desire of the City to adjust the records of the Tax Collector in accordance therewith, which is the purpose of this resolution; and

**WHEREAS**, Clark, Lauren took title to Block 124 Lot 24 (30 Roosevelt Avenue) on June 30, 2015; and

**WHEREAS**, Clark, Lauren are qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(b);

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

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 124 Lot 24 (30 Roosevelt Avenue) as follows due to the fact that said property is exempt:

<b>YEAR</b>	<b>AMOUNT</b>
<b>2015</b>	\$6,776.72

2. The City Treasurer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes on Block 124 Lot 24(30 Roosevelt Avenue) as follows to: Clark, Lauren 30 Roosevelt Avenue, NJ 08225:

<b>YEAR</b>	<b>AMOUNT</b>
<b>2015</b>	\$3,369.54

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the City Council of Northfield, held this 15th day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 205-2015**

**GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL  
GRANT CYCLE JULY 2014 – JUNE 2019**

**FORM IB**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The City Council of the City of Northfield, County of Atlantic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the City Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the City Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Atlantic.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Northfield, County of Atlantic, State of New Jersey hereby recognizes the following:

1. The City Council does hereby authorize submission of a strategic plan for the Northfield Municipal Alliance grant for fiscal year 2017 in the amounts of:

DEDR	<u>\$ 13,771.00</u>
Cash Match	<u>\$ 3,443.00</u>
In-Kind	<u>\$ 10,328.00</u>

2. The City Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_  
Erland Chau, Mayor

**CERTIFICATION**

I, Mary Canesi, Municipal Clerk of the City of Northfield, County of Atlantic, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Northfield City Council on this 15<sup>th</sup> day of December 2015.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 206-2015**

**TO ESTABLISH A PREMIUM ONLY PLAN AND A FLEXIBLE SPENDING  
ACCOUNT FOR ELIGIBLE EMPLOYEES PURSUANT TO SECTION 125 OF  
THE INTERNAL REVENUE CODE**

**WHEREAS**, as it applies to employee health care coverage, New Jersey P.L. 2011 c. 78 requires the City of Northfield to establish a Premium Only Plan and a Flexible Spending Account for eligible employees pursuant to Section 125 of the Internal Revenue Code; and

**WHEREAS**, the City shall withhold from the participant's compensation an amount equal to the contributions required from the participant for the coverage of the participant, as the source of premium payments; and

**WHEREAS**, the Chief Financial Officer has reviewed the requirements and recommends American Fidelity Assurance Company to be the Section 125 provider; and

**WHEREAS**, American Fidelity Assurance Company, as the provider, has agreed to administer the plan at no cost to the City of Northfield; and

**WHEREAS**, participation by the eligible employees in the plan is voluntary.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Northfield that the Chief Financial Officer and Mayor are hereby authorized, without further resolution, to execute the required agreement and any related documents which may be necessary or appropriate to adopt the plan or maintain its compliance with applicable Federal State and Local Law.

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 15th day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 207-2015**

**A RESOLUTION CONFIRMING THE APPOINTMENT  
OF MITCHELL WALDMAN AS THE MUNICIPAL COURT JUDGE  
FOR THE CITY OF NORTHFIELD**

**WHEREAS**, as provided by N.J.S.A. 2B:12-4, the Shared Court Agreement between the City of Northfield and the City of Linwood provides that there shall be a shared Municipal Court Judge; and

**WHEREAS**, the Mayor of the City of Linwood has appointed Mitchell Waldman as Municipal Court Judge of the City of Linwood for the term of three years; and

**WHEREAS**, said appointment shall become effectively as of January 1, 2016, through December 31, 2018.

**WHEREAS**, the Council of the City of Northfield is desirous of confirming said appointment.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that the appointment of Mitchell Waldman as Municipal Court Judge for the City of Northfield through December 31, 2018 is hereby confirmed in accordance with the Shared Court Agreement.

**BE IT FURTHER RESOLVED**, that the rate for a substitute Judge shall be set at a maximum rate of \$300.00 per session, and should a substitute be utilized for more than two sessions for each calendar year, said rate of \$300.00 shall be deducted and paid from the salary of the Municipal Judge.

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 15th day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 208-2015**

**AUTHORIZING RELEASE OF PERFORMANCE GUARANTEE AND  
THE POSTING OF A 2-YEAR MAINTENANCE GUARANTEE  
FOR BLOCK 97, LOT 15.01**

**WHEREAS** the owner of Block 97, Lot 15.01 has requested their Performance Guarantee be returned; and

**WHEREAS**, the Planning Board Engineer has inspected the improvements and has found that all work completed was done in substantial compliance with the requirements of the approved site plan; and

**WHEREAS**, the Planning Board Engineer's recommendation is to return the Performance Guarantee in the amount of \$45,544.68, and 10% escrow in the amount of \$5,060.52, and that a 2-year Maintenance Guarantee be posted with the City Clerk in the amount of \$7,590.75; and

**WHEREAS**, the maintenance guarantee in the amount of \$7,590.75 has been posted with the Municipal Clerk.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Governing Body of the City of Northfield that the Performance Guarantee in the amount of \$45,544.68, be release, and 10% escrow in the amount of \$5,060.52 be refunded to Riska Properties 1622, LLC, 1622 Tilton Road, Northfield, NJ 08225.

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 15<sup>th</sup> day of December, 2015.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 209-2015**

**AUTHORIZING APPOINTMENT OF BUSINESS ADMINISTRATOR  
AND RESCINDING APPOINTMENT OF PERSONNEL COORDINATOR**

**WHEREAS**, in accordance with N.J.S.A. 40A:9-137, and the terms and conditions of Ordinance No. 18-2015, the Mayor of the City of Northfield is desirous of appointing Mary Canesi to the position of Business Administrator; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Northfield, County of Atlantic, and State of New Jersey that Mary Canesi be and is hereby appointed as the Business Administrator for the City of Northfield effective December 15, 2015.

**IT IS FURTHER RESOLVED** that compensation for the Business Administrator shall be based on an annual salary of \$4,000.00 and shall be in accordance with the 2015 Municipal Salary Ordinance. For the year 2015, the annual salary shall be paid on a pro-rated basis.

**IT IS FURTHER RESOLVED**, that the appointment of Mary Canesi to the position of Personnel Coordinator, be and is hereby rescinded, effective December 15, 2015.

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 15th day of December, 2015.

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

**IN WITNESS WHEREOF**, I have hereunto set my hand and official seal this 15<sup>th</sup> day of December, 2015.

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

\_\_\_\_\_  
Erland Chau, Mayor

**CITY OF NORTHFIELD, NJ  
RESOLUTION 210-2015**

**APPROVING AN EMPLOYMENT AGREEMENT  
BETWEEN THE CITY OF NORTHFIELD AND MARY CANESI,  
REGISTERED MUNICIPAL CLERK EFFECTIVE JANUARY 1, 2016**

**BE IT RESOLVED** by the City Council of the City of Northfield, County of Atlantic and State of New Jersey, that the terms and conditions of an Agreement with Mary Canesi, Registered Municipal Clerk for the City of Northfield, effective January 1, 2016, are hereby adopted, a copy of said Agreement being attached to this Resolution.

**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 City Council of Northfield, held this 15<sup>th</sup> day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk

## EMPLOYMENT CONTRACT

THIS EMPLOYMENT CONTRACT is made and entered into this 15<sup>th</sup> day of December, 2015, by and between the CITY OF NORTHFIELD, located at 1600 Shore Road, Northfield, New Jersey 08225, hereinafter referred to as the "the City" and MARY CANESI, RMC, hereinafter referred to as the "the Municipal Clerk".

### WITNESSETH:

**WHEREAS**, the City and the Municipal Clerk desire to enter into a written employment contract in order to promote additional stability and continuity within the City; and

**WHEREAS**, the City and the Municipal Clerk believe that a written employment contract assists in the following: (i) describing the terms and conditions of the Municipal Clerk's employment with the City without abridging or obviating any applicable statute governing the duties and responsibilities of the Municipal Clerk; (ii) serves as the basis of effective communication between the City and Municipal Clerk as they respectively fulfill their governance and administrative functions in the operation of the City;

**WHEREAS**, the City and Municipal Clerk recognize that the Clerk has been granted tenure in her position, pursuant to N.J.S.A. 40A:9-134 and nothing in this Agreement shall serve to interfere with the rights under the statute;

NOW, THEREFORE, THE GOVERNING BODY OF THE CITY OF NORTHFIELD AND THE MUNICIPAL CLERK, FOR THE CONSIDERATION HEREIN SPECIFIED, AGREE AS FOLLOWS:

1. TERM:

- a. The terms set forth herein shall be effective from January 1, 2016 until specifically amended, in writing, by the City of Northfield.

2. COMPENSATION:

- a. Effective January 1, 2016, the salary for Mary Canesi shall be \$71,000.00

- b. Effective January 1, 2017, she shall receive an annual increase in pay of 2%, and her annual salary for 2017 shall be \$72,240.00.
- c. The Municipal Clerk is designated as an “exempt employee” and, as such, shall not be entitled to overtime, but shall be entitled to flex-time for attendance at City Council Meetings and for hours worked in excess of the normal work day for the conduct of Municipal Elections. Flex-time shall be earned on an hour-for-hour basis, must be approved by the Mayor or his designee, and must be used within 6 months of the date earned. No payment shall be made for unused accumulated flex-time upon separation of employment.

3. WORK SCHEDULE:

- a. The Municipal Clerk’s schedule shall be generally consistent with regular City business hours; however her schedule shall be considered flexible and she may from time to time work alternative hours, provided that the needs of the City are met. In performing her duties, the Municipal Clerk shall work an average of 35 hours per week (including holidays and other paid leave time).

4. CERTIFICATION:

- a. Certification: The Municipal Clerk shall hold valid and appropriate certificates to act as the Municipal Clerk and for any other functions described herein.

5. BENEFITS:

- a. Sick Leave: The Municipal Clerk shall receive annual sick leave as follows:
  - i. The Municipal Clerk shall be credited with fifteen (15) working days Sick Leave on January 1 of each year, in anticipation of continued employment for the full calendar year. Such sick Leave is earned at the rate of one and a quarter (1 1/4) days for each month of actual employment during the calendar year.
  - ii. Any amount of Sick Leave allowance not used in any calendar year shall accumulate to the employee's credit from year to year, to be used if and when needed for such purpose.
- b. Vacation: The Municipal Clerk shall receive annual vacation leave as follows. Said leave to be credited on January 1 of each year in anticipation of continued employment:

- i. Beginning in the sixth (6th) calendar year of service and through the completion of the tenth (10th) year of service; sixteen (16) working days per year.
  - ii. Beginning in the eleventh (11th) calendar year of service and through the completion of the fifteenth (15th) year of service; nineteen (19) working days per year.
  - iii. Beginning in the sixteenth (16th) year of service and through the completion of the nineteenth (19th) year of service; twenty two (22) working days per year;
  - iv. Beginning in the twentieth (20th) year of service and thereafter for each year; twenty five (25) working days per year.
  - v. If the Municipal Clerk shall sever employment with the City prior to taking accrued and earned vacation, she will be entitled to receive a prorated portion of the vacation days accrued but unused. Compensation for such unused vacation, which shall have been approved for carryover or shall have accrued in the manner provided in the applicable provisions of the Personnel Ordinance of the City of Northfield, shall be paid, at the Clerk's then current salary, when the Municipal Clerk is separated from the employment of the City in good standing.
- c. Personal Days: The Municipal Clerk shall receive (2) days of personal leave annually. Said days shall not accrue and if not used during the calendar year, shall be lost.
- d. Insurance Coverage: The City shall provide the Municipal Clerk with Medical/Dental/Vision Insurance Benefits as afforded to all other current employees and shall be subject to contribution of those benefits consistent with P.L. 2011, Chapter 78.
- i. The Municipal Clerk shall not be entitled to post-retirement health benefits.
- e. Professional Development: The City shall pay for, or reimburse, the Municipal Clerk for tuition expenses incurred for training, higher education or (re)certification courses directly related to the employee's work, subject to sufficient funds in the budget and upon approval of the Council. Requests must be in writing and include the

conference schedule, registration information and estimated costs. Approval of any conference or seminar request is conditioned upon the availability of funds.

- f. Other Leaves of Absence: The Municipal Clerk shall be entitled to other leaves of absence provided to non-represented employees as set forth in City policy.
- g. Except as provided herein, the terms and conditions set forth in the City of Northfield Personnel Policy Manual shall apply to the Municipal Clerk.

6. TERMINATION OF EMPLOYMENT CONTRACT:

- a. Termination of this agreement by the City prior to the end of the term shall be for good cause shown and in accordance with N.J.S.A. 40A:9-133.7. Employee understands and agrees that she will provide a written thirty (30) day notice in the event she elects to voluntarily terminate this agreement.

7. SAVINGS CLAUSE:

- a. If, during the term of this Employment Contract, it is found that a specific clause of the Employment Contract is illegal under Federal or State law, the remainder of the Employment Contract not affected by such ruling shall remain in force.

8. COMPLETE AGREEMENT:

- a. This Employment Contract embodies the entire agreement between the parties hereto, cannot be varied except by written agreement of the undersigned parties, and supersedes all prior written or agreements or understandings between the parties.

9. LAWS ENACTED:

In the event any statutes are enacted or regulations are promulgated that modify benefits to be provided to public employees including, but not limited to, sick leave, vacation leave, personal leave, health insurance, pensions or any other benefits, the provisions of this memorandum will be modified effective as of the date of enactment of any such statute or regulation.

10. CONFLICTS:

- a. In the event of any conflict between the terms, conditions and provisions of this Employment Contract and the provisions of the City's policies, or any permissive State or federal law, then unless otherwise prohibited by law, the terms of this Employment Contract shall take precedence over the contrary provisions of the City's policies or any such permissive, law during the term of this contract.

IN WITNESS WHEREOF, they set their hands and seals to this Employment Contract effective on the day and year specified in Paragraph 1, above.

City of Northfield

By: \_\_\_\_\_  
Mayor Erland Chau

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Mary Canesi, Municipal Clerk

\_\_\_\_\_  
Date

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 211-2015**

**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  
FOR EMS SHARED SERVICES WITH THE TOWNSHIP OF EGG  
HARBOR**

**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, contract negotiations for the provision of Emergency Medical Services as a Shared Service with the Township of Egg Harbor.

**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 15<sup>th</sup> day of December, 2015.

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Mary Canesi, RMC, Municipal Clerk