

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
MARCH 4, 2025**

**MEETING CALLED TO ORDER** by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 11, 2025.

**FLAG SALUTE**

**COUNCIL ROLL CALL:** Carfagno, Dewees, Kern, Notaro, Polistina, Smith, Bucci

**MAYOR:** Chau

**APPROVAL OF MINUTES** – February 18, 2025

**MAYOR’S REPORT**

**CITY ENGINEER’S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 75-2025** To Approve an Application for Use of Facilities
- 76-2025** Resolution of the City of Northfield, Atlantic County, New Jersey, Authorizing Fireworks Display on Private Property Pursuant to N.J.S.A. 21:3-3
- 77-2025** Work Change Order No. 1 – Final for the Project known as MA-2022 Reconstruction of Oak Avenue
- 78-2025** Authorizing Refund of Overpayment of Taxes
- 79-2025** Authorizing Refund of Overpayment of Taxes
- 80-2025** Authorizing the Waiver of Any and All Permit Fees Associated with the Installation of a New Electric Control Panel at Birch Grove Park
- 81-2025** Resolution to Amend the Agreement between Surenian, Edwards, and Nolan, LLC, Special Counsel on Affordable Housing Matters, and the City of Northfield
- 82-2025** Authorization to Submit a Strategic Plan for the Governor’s Council on Substance Use Disorders, and Acknowledgement of the Terms and Conditions for the Municipal Alliance Grant
- 83-2025** Amending Resolution 57-2025, Authorization to Hire Part Time Fire Protection Sub Code Official
- 84-2025** To Approve an Application for Use of Facilities
- 85-2025** To Approve an Application for Use of Facilities
- 86-2025** Approval of Specifications and Authorization to Proceed with Public Bidding for the Project known as “Various Sanitary Sewer Main and Manhole Rehabilitations Re-Bid”
- 87-2025** 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,

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
MARCH 4, 2025**

N.J.S.A. 10:4-12b (4), Regarding Contract Negotiations between the City of Northfield and Government Workers Union, Local 420

**ORDINANCES**

- 4-2025**      An Ordinance Amending Section 215-42 of the Code of the City of Northfield Governing Land Use And Development  
*2nd Reading / Public Hearing / Final Consideration*  
*Published in the Press of AC 3/8/2025*
- 5-2025**      An Ordinance Amending Article XIV, Section 111-27, Schedule I, of the City of Northfield Code Titled No Parking  
*2nd Reading / Public Hearing / Final Consideration*  
*Published in the Press of AC 3/8/2025*
- 6-2025**      Amending Chapter 128 Construction Codes, Uniform, to Establish a New Section Entitled “Control of Dust and Plastic Contaminants”  
*Introduction / No Public Input / Published in the Press of AC 3/8/2025*  
*2nd Reading / Public Hearing / Final Consideration 3/18/2025*

**PAYMENT OF BILLS**      \$ 2,437,708.61

**MEETING NOTICES**

City Council	March 18 <sup>th</sup>	6pm Work Session Regular Session immediately following
--------------	------------------------	-----------------------------------------------------------

**ADJOURNMENT**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 75-2025**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, Mr. Joe Smith has properly submitted an Application for Use of Facilities requesting use of the Minor, Major, and Babe Ruth Baseball Fields, from June 24<sup>th</sup> – June 27<sup>th</sup> and July 7<sup>th</sup> – July 11<sup>th</sup> from 9am until 12pm for a baseball clinic; and

**WHEREAS**, Mr. Joe Smith has presented this request on behalf of Mainland Baseball Camp; and

**WHEREAS**, pursuant to Resolution No. 44-2025, the Common Council of the City of Northfield did previously authorize the use of the Minor Field and Major League Field by Northfield Little League, on all dates from March 1<sup>st</sup> through July 31<sup>st</sup> and August 15<sup>th</sup> through November 1<sup>st</sup> from 8am until 10pm; and

**WHEREAS**, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that June 24<sup>th</sup> – June 27<sup>th</sup> and July 7<sup>th</sup> – July 11<sup>th</sup>, may be deleted from his previously authorized use, and are therefore available.

**THEREFORE, BE IT RESOLVED**, the request approved for Northfield Little League pursuant to Resolution No. 44-2025 is hereby amended to exclude June 24<sup>th</sup> – June 27<sup>th</sup> and July 7<sup>th</sup> – July 11<sup>th</sup> between the hours of 9am and 12pm; and

**BE IT FURTHER RESOLVED** that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. Joe Smith; and

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

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

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 4th day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk



# CITY OF NORTHFIELD

## Application for Use of Facilities

*(Other than Use of Birch Grove Park Center)*

Name and Address of Organization: Mainland Baseball Camp  
401 Dahlia Street Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Baseball camp mainly for kids in Northfield, Linwood, and Somers Point as well as neighboring cities

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

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

If Yes, How Much? \$ \$150 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Joe Smith Title/Affiliation Coach

Home Address: 508 CEDARWOOD LANE LINWOOD NJ 08221

Telephone: (H) [REDACTED] (C) [REDACTED] (W) [REDACTED]

Name and Location of Facility(ies) Being Requested: Birch Grove Baseball Fields  
1675 Boston Ave. BASE Bunk, Minor, Major

For the Following Purpose: Host Baseball camp  
on the Following Date(s): June 24th - 27th and July 7th-11th \*revised Feb 20th

Specify Hours of Use: From: 9:00 AM To: 12:00 PM Are Field Lights Requested\*? No

\*If Yes, Provide Dates / Times for Requested Light Use: [REDACTED] .com

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

# of Participants per Date: 50 # of Participants who are Northfield Residents: 20+

Will Juveniles be Present? Yes  No  If Yes, What Ages? 7-13

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

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

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

**NO ALCOHOLIC BEVERAGES PERMITTED.**

APPLICANT: [Signature] DATE: 2/2/25  
Signature

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

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 76-2025**

**RESOLUTION OF THE CITY OF NORTHFIELD, ATLANTIC COUNTY,  
NEW JERSEY, AUTHORIZING FIREWORKS DISPLAY ON PRIVATE  
PROPERTY PURSUANT TO N.J.S.A. 21:3-3**

**WHEREAS**, N.J.S.A. 21:3-1 et. seq. requires the Governing Body to authorize the display of fireworks on private property subject to the review and approval of the municipal Fire and Police Officials.

**WHEREAS**, the Chief of the City of Northfield Fire Department and the Chief of the City of Northfield Police Department have each reviewed the application and have confirmed that all requirements have been met.

**WHEREAS**, approval is contingent upon the following:

Serpico Pyrotechnics shall serve written notice announcing the fireworks display, including but not limited to the date, time and duration, to all property owners on Hemsley Place, Lido Drive, Bonnie Lee Drive, Country Club Drive, Circle Drive, English Lane, and St Andrews Drive; the owners of Block 124 Lot 18; Block 125, Lots 12, 13, 14, and 15; and Block 144, Lots 11, 12, 13, 14, and 15 on the City of Northfield tax maps. Said notice shall be delivered by certified mail, return receipt requested, or by personal hand delivery, a minimum of (5) five days prior to the event. Serpico Pyrotechnics shall file a copy of the notice served to above property owners with an affidavit of the required service with the City Clerk at least (3) three days prior to the event.

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Northfield, Atlantic County, New Jersey that upon completion of the conditions specified herein, approval is hereby given for the Fireworks Display on private property by the Serpico Pyrotechnics, LLC., at the Atlantic City Country Club, located at One Leo Fraser Drive, on May 17, 2025, and July 3, 2025. Said displays will commence between 9:00pm and 9:50pm and be 8 to 9 minutes in duration.

**BE IT FURTHER RESOLVED** that upon request by Serpico Pyrotechnics, a list of the names and addresses for the property owners requiring notice shall be provided by 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 the Regular Meeting of the Common Council of the City of Northfield, held this 4th day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 77-2025**

**WORK CHANGE ORDER NO. 1 - FINAL  
FOR THE PROJECT KNOWN AS MA-2022  
RECONSTRUCTION OF OAK AVENUE**

**WHEREAS**, pursuant to Resolution of Council No. 33-2023, the City of Northfield did award a contract for the project known as “MA-2022 Reconstruction of Oak Avenue” and did enter into a contract with Arawak Paving Co., Inc. for the amount of \$268,900.00; and

**WHEREAS**, during performance of the project, changes in the contract were required due to field conditions (variances in as-built quantities vs. Bid Quantities), as well as fuel and asphalt price adjustments, with the adjusted quantities attached hereto as Exhibit A; and

**WHEREAS**, the net effect of these changes is a total increase in the contract price of \$14,577.67 (+5.42%).

**NOW, THEREFORE, BE IT RESOLVED** that the Contract for “MA-2022 Reconstruction of Oak Avenue” be and is hereby amended from \$268,900.00 to \$283,477.67.

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 4<sup>th</sup> day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

**Resolution No. 77-2025, Attachment**

**CONSTRUCTION CONTRACT**

**2022 Local Road Program**

**CHANGE ORDER NO. 1**

Change Order No.: 1

Dated: February 5, 2025

Owner's Project No.: \_\_\_\_\_ (if applicable)

Engineer's Project No.: NF13-53 (if applicable)

Project: Reconstruction of Oak Ave

Owner: City of Northfield, New Jersey

Contractor: Arawak Paving Co., Inc.

Contract Date: November 21, 2023

Contract for the Reconstruction of Oak Ave

To: Arawak Paving Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the Reconstruction of Oak Ave

**Owner:**

**City of Northfield, New Jersey**

**By:**

\_\_\_\_\_  
**Erland V. Chau, Mayor**

**Date:**

\_\_\_\_\_

Nature of change:

Change in Contract Amount due to the as built quantity being less than Bid Quantities, fuel and asphalt price adjustments. Also, a portion of the existing drainage pipe next to the existing school under the pavement was eroded and should be replaced to preserve the new paving.

Enclosures:

Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of \$14,303.17. No change in Contract time.

Contract price prior to this change order: \$268,900.00

Net contract price change (+/-) resulting from this change order: 14,577.67

Current contract price including this change order: \$283,477.67

Contract time prior to this change order: No Change.

Net Contract Time change resulting from this change order: None.

Additional Changes (if any):

The above REVISED changes are approved on the 4th day of March, 2025.

To the extent that the terms and conditions of this Change Order are inconsistent with the terms and conditions of the underlying Contract, the terms and conditions of this Change Order shall control. All other terms and conditions of the underlying Contract including but not limited to insurance, hold harmless and indemnification provisions are ratified and confirmed.

**City Engineer:**  
**Schaeffer Nassar Scheidegg**  
**Consulting Engineers, LLC**

**Contractor:**  
**Arawak Paving Co., Inc.**

By: \_\_\_\_\_

Rami Nassar, P.E.

By: \_\_\_\_\_

Anna Rivera, Contract Administrator

Date: \_\_\_\_\_

2/20/25

Date: \_\_\_\_\_



**NEW JERSEY DEPARTMENT OF TRANSPORTATION  
DIVISION OF LOCAL GOVERNMENT SERVICES AND ECONOMIC DEVELOPMENT  
CHANGE ORDER #1- Final**

<b>Project</b>	<u>Reconstruction of Oak Ave</u>
<b>Municipality</b>	<u>City of Northfield</u>
<b>County</b>	<u>Atlantic</u>
<b>Contractor</b>	<u>Arawak Paving Company, Inc.</u>

**In accordance with the project Supplementary Specification, the following are changes in the contract.  
Location and Reason for Change - See attached sheet**

ITEM #	DESCRIPTION	QTY (+/-)	UNIT PRICE	AMOUNT
3	Mill/Remove Existing Asphalt (4" thick)	219.00	\$ 3.40	\$ 744.60
4	Hot Mix Asphalt (HMA), 9.5M64, Surface Course, 1.5" Thick	219.00	\$ 11.00	\$ 2,409.00
5	Hot Mix Asphalt (HMA), 19M64, Base Course, 2" Thick	(50.00)	\$ 15.00	\$ (750.00)
6	6" Dense Graded Aggregate	(10.00)	\$ 25.00	\$ (250.00)
7	Concrete Sidewalk, NJDOT Class B, 4" Thick	(10.45)	\$ 120.00	\$ (1,254.00)
8	Excavation, Unclassified	(25.00)	\$ 0.01	\$ (0.25)
9	Concrete Curb NJDOT Class B, 6" x 8" x 18"	71.00	\$ 45.00	\$ 3,195
10	Concrete Driveway Apron, Reinf. NJDOT Class "B", 6" Thick	(37.31)	\$ 120.00	\$ (4,477.20)
11	Asphalt Driveway Apron, HMA 12.5M64, 3" Thick	20	\$ 50.00	\$ 1,000.00
12	Concrete ADA Ramp, Reinforced NJDOT Class "B", 4" Thick	(38.00)	\$ 120.00	\$ (4,560.00)
13	ADA Detachable Ramp Warning Surface, Safety Red (2' x 4')	(4.00)	\$ 550.00	\$ (2,200.00)
14	Topsoll & Seed	16.30	\$ 8.00	\$ 130.40
16	Traffic Markings, LL, 24" Wide Thermoplastic Stop Bar	66.00	\$ 5.50	\$ 363.00
17	Thermoplastic 4" Wide Road Striping	30.00	\$ 0.90	\$ 27.00
18	12" Concrete Gutter, NJDOT Class B, 8" thick	70.00	\$ 29.00	\$ 2,030.00
19	As-Built Survey for ADA Ramp	(1.00)	\$ 75.11	\$ (75.11)
20	A. 1. W20-41 "Road Work Ahead"	5.00	\$ 100.00	\$ 500.00
21	A. 2. R11-4 "Road Closed Local Traffic Only"	8.00	\$ 100.00	\$ 800.00
22	B. Traffic Drums	(100.00)	\$ 0.01	\$ (1.00)
23	C. Traffic Cones	(100.00)	\$ 0.01	\$ (1.00)
25	Asphalt Price Adjustment (as per NJDOT Guidelines)	(0.93)	\$ 5,500.00	\$ (5,140.29)
26	Fuel price Adjustment (as per NJDOT Guidelines)	(1.77)	\$ 4,000.00	\$ (7,091.98)
S1	Replacing Drainage Pipe	123	\$ 235.00	\$ 28,905.00
S2	6" Thermoplastic Crosswalks	183	\$ 1.50	\$ 274.50

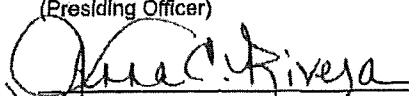
Amount of Original Contract \$ 268,900.00  
Adjusted amount Based on Change Orders \$ 283,477.67

Extra \$ 0.00  
Supplemental \$ 40,378.50  
Reduction \$ (25,800.83)  
Total Change \$ 14,577.67

% Change in Contract  
[(+) Increase or (-) Decrease] +5.42

  
\_\_\_\_\_  
(Engineer) 2/21/25  
(Date)

Approved: \_\_\_\_\_  
(District Manager) (Date)  
(Local Government Services)

\_\_\_\_\_  
(Presiding Officer) (Date)  
  
\_\_\_\_\_  
(Contractor) 2/16/25  
(Date)

CONTRACTOR: Arawak Paving Company, Inc.  
7503 Weymouth Road  
Hammonton, NJ 08037

Contract #: 400001661

Job Description: Reconstruction of Oak Ave

Gentlemen:

In accordance with the provisions of the Standard Specifications, you are hereby advised of the following changes in the contract quantities or in the case of Supplementary Work, you agree to its performance by your firm at the prices stated.

Nature and Reason of Change: Due to field conditions, ductile iron culvert pipe is required and will be used in place of the previously proposed reinforced concrete pipe.

### SUPPLEMENTARY WORK

<u>Item #</u>	<u>Item</u>	<u>Reason for Supplementary Work</u>
3	Mill/Remove Existing Asphalt (4" thick)	Extra quantities were needed.
4	Hot Mix Asphalt (HMA), 9.5M64, Surface Course, 1.5" Thick	Extra quantities were needed.
9	Concrete Curb NJDOT Class B, 6" x 8" x 18"	Additional curbing was replaced due to the existing curb condition.
11	Asphalt Driveway Apron, HMA 12.5M64, 3" Thick	Additional asphalt apron by the existing school.
14	Topsoil & Seed	Due to the additional curbing.
16	Traffic Markings, LL, 24" Wide Thermoplastic Stop Bar	Additional cross walk.
17	Thermoplastic 4" Wide Road Striping	Additional quantities were needed.
18	12" Concrete Gutter, NJDOT Class B, 8" thick	Additional quantities were needed to eliminate drainage issue.
20	A. 1. W20-41 "Road Work Ahead"	Additional signs for traffic safety.
21	A. 2. R11-4 "Road Closed Local Traffic Only"	Additional signs for traffic safety.
S1	Replacing Drainage Pipe	Pipe was eroded and it would damage new paving.
S2	6" Thermoplastic Crosswalks	Added near Mill Road.

### REDUCTION OF WORK

<u>Item #</u>	<u>Item</u>	<u>Reason for Supplementary Work</u>
5	Hot Mix Asphalt (HMA), 19M64, Base Course, 2" Thick	Quantities were not needed.
6	6" Dense Graded Aggregate	Quantities were not needed.
7	Concrete Sidewalk, NJDOT Class B, 4" Thick	Less quantities were not needed.
8	Excavation, Unclassified	Quantities were not needed.
10	Concrete Driveway Apron, Reinf. NJDOT Class "B", 6" Thick	Less quantities were not needed.
12	Concrete ADA Ramp, Reinforced NJDOT Class "B", 4" Thick	Less quantities were not needed.
13	ADA Detachable Ramp Warning Surface, Safety Red (2' x 4')	Less quantities were not needed.
19	As-Built Survey for ADA Ramp	Not needed.
22	B. Traffic Drums	Less quantities were not needed.
23	C. Traffic Cones	Less quantities were not needed.
25	Asphalt Price Adjustment (as per NJDOT Guidelines)	Based on state published factors.
26	Fuel price Adjustment (as per NJDOT Guidelines)	Based on state published factors.

**PAYMENT #2**  
 OAK AVENUE REPAVING PROJECT  
 CITY OF NORTHFIELD, ATLANTIC COUNTY, NEW JERSEY  
 NF13-53

ITEM	DESCRIPTION	Quantity	Unit	Arawak Paving 7503 Weymouth Rd Hammonton, NJ 08037		Total	Payment #2 2/5/2025		To Date
				Unit Price	Total		Quantity	Total	
1	A) MOBILIZATION	1	LS	\$ 6,000.00	\$ 6,000.00	1.00	\$ 6,000.00	1.00	\$ 6,000.00
2	B) CLEARING	1	LS	\$ 7,000.00	\$ 7,000.00	1.00	\$ 7,000.00	1.00	\$ 7,000.00
3	C) FINAL	1	LS	\$ 100.00	\$ 100.00	1.00	\$ 100.00	1.00	\$ 100.00
4	SAWCUT EXISTING PAVING	200	LF	\$ 0.01	\$ 2.00	200.00	\$ 2.00	200.00	\$ 2.00
5	MILL/REMOVE EXISTING ASPHALT (4" THICK)	9,221	SY	\$ 3.40	\$ 31,351.40	9,221.00	\$ 744.60	9,440.00	\$ 32,096.00
6	HMA SURFACE COURSE, 9.5M64, 1.5" THICK	9,221	SY	\$ 11.00	\$ 101,431.00	9,221.00	\$ 2,409.00	9,440.00	\$ 103,840.00
7	HMA BASE COURSE, 19M64, 2" THICK	50	SY	\$ 15.00	\$ 750.00	-	\$ -	-	\$ -
8	6" DENSE GRADED AGGREGATE	10	CY	\$ 25.00	\$ 250.00	-	\$ -	-	\$ -
9	CONCRETE SIDEWALK NJDOT CLASS "B", 4" THICK	26	SY	\$ 120.00	\$ 3,120.00	15.55	\$ 1,866.00	15.55	\$ 1,866.00
10	EXCAVATION, UNCLASSIFIED	25	CY	\$ 0.01	\$ 0.25	-	\$ -	-	\$ -
11	CONCRETE CURB, NJDOT CLASS "B", 6"x8"x18"	250	LF	\$ 45.00	\$ 11,250.00	250.00	\$ 3,195.00	321.00	\$ 14,445.00
12	CONCRETE DRIVEWAY APRON, REINF. NJDOT CLASS "B", 6" THICK	79	SY	\$ 120.00	\$ 9,480.00	41.69	\$ 5,002.80	41.69	\$ 5,002.80
13	ASPHALT DRIVEWAY APRON, HMA 12.5M64, 3" THICK	144	SY	\$ 50.00	\$ 7,200.00	144.00	\$ 1,000.00	164.00	\$ 8,200.00
14	CONCRETE ADA RAMP, REINFORCED NJDOT CLASS "B", 4" THICK	50	SY	\$ 120.00	\$ 6,000.00	12.00	\$ 1,440.00	12.00	\$ 1,440.00
15	ADA DETACHABLE RAMP WARNING SURFACE, SAFETY RED, 2'x4'	10	EA	\$ 550.00	\$ 5,500.00	6.00	\$ 3,300.00	6.00	\$ 3,300.00
16	TOPSOIL AND SEED	40	SY	\$ 8.00	\$ 320.00	40.00	\$ 450.40	56.30	\$ 450.40
17	RESET EXISTING CASTING	2	EA	\$ 500.00	\$ 1,000.00	2.00	\$ 1,000.00	2.00	\$ 1,000.00
18	TRAFFIC MARKINGS, LONG LIFE, 24" THERMOPLASTIC STOP BAR	30	LF	\$ 5.50	\$ 165.00	-	\$ -	96.00	\$ 528.00
19	THERMOPLASTIC 4" WIDE ROAD STRIPINGS	5,542	LF	\$ 0.90	\$ 4,987.80	-	\$ -	5,572.00	\$ 5,014.80
20	12" CONCRETE GUTTER, NJDOT, CLASS "B", 8" THICK	2,116	LF	\$ 29.00	\$ 61,364.00	2,116.00	\$ 2,030.00	2,186.00	\$ 63,394.00
21	AS-BUILT SURVEY FOR ADA RAMP	1	LS	\$ 75.11	\$ 75.11	-	\$ -	-	\$ -
22	TRAFFIC CONTROL AND PROTECTION								
23	A. BREAKAWAY BARRICADES w/ CONSTRUCTION SIGNS								
24	1. W20-41, "ROAD WORK AHEAD"	4	EA	\$ 100.00	\$ 400.00	4.00	\$ 500.00	5.00	\$ 900.00
25	2. R11-4 "ROAD CLOSED LOCAL TRAFFIC ONLY"	10	EA	\$ 100.00	\$ 1,000.00	10.00	\$ 800.00	8.00	\$ 800.00
26	B. TRAFFIC DRUMS	100	EA	\$ 0.01	\$ 1.00	-	\$ -	-	\$ -
27	C. TRAFFIC CONES	100	EA	\$ 0.01	\$ 1.00	-	\$ -	-	\$ -
28	D. TRAFFIC DIRECTOR - FLAGGER	8	HR	\$ 81.43	\$ 651.44	8.00	\$ 651.44	8.00	\$ 651.44
29	ASPHALT PRICE ADJUSTMENT	1	LS	\$ 5,500.00	\$ 5,500.00	0.07	\$ 359.71	0.07	\$ 359.71
30	FUEL PRICE ADJUSTMENT	1	LS	\$ 4,000.00	\$ 4,000.00	(0.77)	\$ (3,091.98)	(0.77)	\$ (3,091.98)
31	REPLACING DRAINAGE PIPE	123	LF	\$ 235.00	\$ 28,905.00	123.00	\$ 28,905.00	123.00	\$ 28,905.00
32	6" THERMOPLASTIC CROSSWALKS	183	LF	\$ 1.50	\$ 274.50	183.00	\$ 274.50	183.00	\$ 274.50
	<b>Total</b>				<b>\$268,900.00</b>		<b>\$45,531.30</b>		<b>\$283,477.67</b>

Retainage (2%) (\$5,669.55)  
 Previous Payment (\$233,187.44)  
 Total Payment Due \$44,620.68

*R-N*

Rami N. Nassar, PE, PP

REMIT TO:

**ARAWAK PAVING CO, INC.**  
**7503 WEYMOUTH ROAD**  
**HAMMONTON, NJ 08037**  
**(609) 561-4100**

TO: CITY OF NORTHFIELD  
 1600 SHORE ROAD  
 NORTHFIELD, NJ 08225

PROJECT: RECONSTRUCTION OF OAK AVENUE  
 NORTHFIELD

DATE: 12/31/2024  
 JOB #: 1264  
 EST #: 2  
 WORK PERIOD FROM: 4/19/2024  
 TO: 12/31/2024

ATTN: RAMI NASSAR @ SCHAEFFER, NASSAR & SCHEIDEGG

ITEM	DESCRIPTION	UNIT		(--CONTRACT--)		PREV	(--CURRENT--)		(--TO DATE--)	
		PRICE	U/M	QTY	AMOUNT	QTY	QTY	AMOUNT	QTY	AMOUNT
1A	MOBILIZATION	\$6,000.00	LS	1	\$6,000.00	1		\$0.00	1	\$6,000.00
1B	SITE CLEARING	\$7,000.00	LS	1	\$7,000.00	1		\$0.00	1	\$7,000.00
1C	FINAL RESTORATION / CLEAN UP	\$100.00	LS	1	\$100.00	1		\$0.00	1	\$100.00
2	SAWCUT EXISTING PAVING	\$0.01	LF	200	\$2.00	200		\$0.00	200	\$2.00
3	MILL/REMOVE EXISTING ASPHALT, (4" THICK)	\$3.40	SY	9221	\$31,351.40	9221	219	\$744.60	9440	\$32,096.00
4	HMA 9.5M64 SURFACE COURSE, 2" THICK	\$11.00	SY	9221	\$101,431.00	9221	219	\$2,409.00	9440	\$103,840.00
5	HMA 19M64 BASE COURSE, 2" THICK	\$15.00	SY	50	\$750.00			\$0.00	0	\$0.00
6	6" DENSE GRADED AGGREGATE	\$25.00	CY	10	\$250.00			\$0.00	0	\$0.00
7	CONCRETE SIDEWALK, CLASS B, 4" THICK	\$120.00	SY	26	\$3,120.00	15.55		\$0.00	15.55	\$1,866.00
8	EXCAVATION, UNCLASSIFIED	\$0.01	SY	25	\$0.25			\$0.00	0	\$0.00
9	CONCRETE CURB, CLASS B, 6" x 8" x 18"	\$45.00	LF	250	\$11,250.00	250	71	\$3,195.00	321	\$14,445.00
10	CONCRETE DRIVEWAY APRON, REINF, B, 6" THICK	\$120.00	SY	79	\$9,480.00	41.69		\$0.00	41.69	\$5,002.80
11	ASPHALT DRIVEWAY APRON, 12.5M64, 3" THICK	\$50.00	SY	144	\$7,200.00	144	20	\$1,000.00	164	\$8,200.00
12	CONCRETE ADA RAMP, REINF, B, 4" THICK	\$120.00	SY	50	\$6,000.00	12		\$0.00	12	\$1,440.00
13	ADA DETECT RAMP WARN SURF, RED, 2' X 4'	\$550.00	UNT	10	\$5,500.00	6		\$0.00	6	\$3,300.00
14	TOPSOIL & SEED	\$8.00	SY	40	\$320.00	40	16.3	\$130.40	56.3	\$450.40
15	RESET EXISTING CASTING	\$500.00	UNT	2	\$1,000.00	2		\$0.00	2	\$1,000.00
16	TRAFFIC MARK, LL, 24" WIDE THERMOSTOPE	\$5.50	LF	30	\$165.00		96	\$528.00	96	\$528.00
17	TRAFFIC MARK, LL, 4" WIDE DOUBLE YELLOW	\$0.90	SY	5542	\$4,987.80		5572	\$5,014.80	5572	\$5,014.80
18	12" CONCRETE GUTTER, CLASS B, 8" THICK	\$29.00	LF	2116	\$61,364.00	2116	70	\$2,030.00	2186	\$63,394.00
19	AS BUILT SURVEY FOR ADA RAMPS	\$75.11	LS	1	\$75.11			\$0.00	0	\$0.00
20	W-20-41 "ROAD WORK AHEAD"	\$100.00	UNT	4	\$400.00	4	5	\$500.00	9	\$900.00
21	R11-2 "ROAD CLOSED LOCAL TRAFFIC ONLY"	\$100.00	UNT	10	\$1,000.00	10	8	\$800.00	18	\$1,800.00
22	TRAFFIC DRUMS	\$0.01	UNT	100	\$1.00			\$0.00	0	\$0.00
23	TRAFFIC CONES	\$0.01	UNT	100	\$1.00			\$0.00	0	\$0.00
24	TRAFFIC DIRECTOR - FLAGGER	\$81.43	UNT	8	\$651.44	8		\$0.00	8	\$651.44
25	ASPHALT PRICE ADJUSTMENT	\$5,500.00	LS	1	\$5,500.00	0.065402		\$0.00	0.065402	\$359.71
26	FUEL PRICE ADJUSTMENT	\$4,000.00	LS	1	\$4,000.00	-0.773		\$0.00	-0.772995	(\$3,091.98)
S1	REPLACING DRAINAGE PIPE	\$235.00	LS		\$0.00		123	\$28,905.00	123	\$28,905.00
S2	6" THERMOPLASTIC CROSSWALKS	\$1.50	LF		\$0.00		183	\$274.50	183	\$274.50
					<u>\$268,900.00</u>			<u>\$45,531.30</u>		<u>\$283,477.67</u>
						RETAINAGE		2%		(\$5,669.55)
						PYMT 05/09/24 CK # 54105				(\$233,187.44)
										<u>\$44,620.68</u>

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 78-2025**

**AUTHORIZING REFUND OF OVERPAYMENT OF TAXES**

**WHEREAS**, the owners of 2319 Merritt, known as Block 82, Lot 9, in the City of Northfield are enrolled for automatic electronic payments of property taxes due; and

**WHEREAS**, an automatic electronic payment was received on February 3, 2025, by the City of Northfield, in the amount of \$2,738.01 from the owners of 2319 Merritt Drive, known as Block 82, Lot 9; and

**WHEREAS**, on January 14, 2025, the owners of 2319 Merritt Drive, known as Block 82, Lot 9, also made a direct online payment in the amount of \$2,738.01; and

**WHEREAS**, a refund is due to the owners of 2319 Merritt Drive, known as Block 82, Lot 9, in the amount of \$2,738.01 because of the duplicate payment.

**THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that a refund for overpaid property taxes to the following is hereby authorized:

<b>REFUND TO</b>	<b>BLK</b>	<b>LOT</b>	<b>PROPERTY ADDRESS</b>	<b>REFUND AMOUNT</b>
Tyler J. Hughes & Brittany S. Ang 2319 Merritt Drive Northfield, NJ 08225	82	9	2319 Merritt Drive	\$2,738.01

**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.

\_\_\_\_\_  
Robin Atlas, 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 Common Council of the City of Northfield, held this 4<sup>th</sup> day of March 2025.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 79-2025**

**AUTHORIZING REFUND OF OVERPAYMENT OF TAXES**

**WHEREAS**, the owners of 302 Clark Place, known as Block 92, Lot 8, in the City of Northfield are enrolled for automatic electronic payments of property taxes due; and

**WHEREAS**, an automatic electronic payment was received on February 3, 2025, by the City of Northfield, in the amount of \$2,041.16 from the owner of 302 Clark Place, known as Block 92, Lot 8; and

**WHEREAS**, on February 3, 2025, the owner of 302 Clark Place, known as Block 92, Lot 8, also made a direct online payment in the amount of \$2,041.16; and

**WHEREAS**, a refund is due to the owners of 302 Clark Place, known as Block 92, Lot 8, in the amount of \$2,041.16 because of the duplicate payment.

**THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, that a refund for overpaid property taxes to the following is hereby authorized:

<b>REFUND TO</b>	<b>BLK</b>	<b>LOT</b>	<b>PROPERTY ADDRESS</b>	<b>REFUND AMOUNT</b>
Kaylee Rotella 302 Clark Place Northfield, NJ 08225	92	8	302 Clark Place	\$2,041.16

**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.

\_\_\_\_\_  
Robin Atlas, 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 Common Council of the City of Northfield, held this 4<sup>th</sup> day of March, 2025.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 80-2025**

**AUTHORIZING THE WAIVER OF ANY AND ALL PERMIT FEES  
ASSOCIATED WITH THE INSTALLATION OF A NEW ELECTRIC  
CONTROL PANEL AT BIRCH GROVE PARK**

**BE IT RESOLVED**, in accordance with NJSA 52:27D-126b, the Common Council of the City of Northfield, County of Atlantic, New Jersey, hereby authorizes the City of Northfield to waive any and all permit fees associated with the installation of an electric control panel at Birch Grove Park, located at 1675 Burton Avenue, 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 Common Council of the City of Northfield held this 4<sup>th</sup> day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 81-2025**

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

**WHEREAS**, on April 23, 2024, the Common Council of the City of Northfield Council adopted Resolution 89-2024 awarding a professional services contract to Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, with respect to its affordable-housing obligations in any proceeding involving (a) the New Jersey Council on Affordable Housing (“COAH”), and/or (b) a New Jersey court of competent jurisdiction; and

**WHEREAS**, on November 12, 2024, the Common Council amended the contract from an amount not to exceed \$25,000.00 to an amount not to exceed \$35,000.00; and

**WHEREAS**, the Common Council desires to further amend the contract from an amount not to exceed \$35,000.00 to an amount not to exceed \$41,000.00. This amount is based on a reasonable estimate of services required, and the City of Northfield is not obligated to spend the entire amount.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that the Agreement between the City of Northfield Surenian, Edwards, and Nolan, LLC, LLC, 311 Broadway, Suite A, Point Pleasant Beach, New Jersey, be increased from an amount not to exceed \$35,000.00 to \$41,000.00.

**BE IT FURTHER RESOLVED** that certification of funds has been received from the Municipal Finance Officer and that funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4 and charged against line 5-01-20-155-200.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 4<sup>th</sup> day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 82-2025**

**AUTHORIZATION TO SUBMIT A STRATEGIC PLAN FOR THE  
GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDERS, AND  
ACKNOWLEDGEMENT OF THE TERMS AND CONDITIONS FOR THE  
MUNICIPAL ALLIANCE GRANT**

**WHEREAS**, the Governor's Council on Substance use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder 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 substance use disorder in communities throughout New Jersey; and

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

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

**WHEREAS**, the Common Council has applied for funding to the Governor's Council on Substance Use Disorder 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 Common Council does hereby authorize submission of a strategic plan for the Northfield Municipal Alliance grant for fiscal year 2026 (July 2025-June 2026) in the amounts of:

GCSUD	\$ 7,910.14
Cash Match	\$ 1,977.54
In-Kind	<u>\$ 5,932.61</u>
Total	\$ 15,820.29

2. The Common 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 Common Council of the City of Northfield on this 4<sup>th</sup> day of March, 2025

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 83-2025**

**AMENDING RESOLUTION 57-2025, AUTHORIZATION TO HIRE PART  
TIME FIRE PROTECTION SUB CODE OFFICIAL**

**WHEREAS**, pursuant to Resolution No. 57-2025, the Common Council of the City of Northfield did appoint John Holroyd to the position of part-time Fire Protection Sub Code Official effective February 5, 2025; and

**WHEREAS**, in accordance with N.J.S.A. 52:27D-126.8.b, a construction official or subcode official in a noncivil service municipality shall be appointed for a term of four years.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that John Holroyd's appointment to the position of part-time Fire Protection Sub Code Official shall be for a four-year term, commencing February 5, 2025; and

**BE IT FURTHER RESOLVED** that all other terms and conditions of employment for John Holroyd as set forth in Resolution No. 57-2025 shall remain unchanged.

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 4th day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 84-2025**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, Mr. Pedro Bretones has properly submitted an Application for Use of Facilities requesting use of the Babe Ruth Field for baseball games and practices, as follows:

Monday through Friday  
March 18, 2025 – May 30, 2025  
3:00pm – 6:00pm

**WHEREAS**, Mr. Pedro Bretones has presented this request on behalf of the Northfield Community School; and

**WHEREAS**, pursuant to Resolution No. 62-2025, the Common Council of the City of Northfield did previously authorize the use of the Babe Ruth Field by Mainland-Northfield Babe Ruth, Monday through Friday from April 1st through June 30th from 5pm until 10:00pm; and

**WHEREAS**, Mr. Pat McCarthy, on behalf of Northfield Little League, has advised that that Monday through Friday, March 18th until May 30th from 3pm until 6:00pm, may be deleted from his previously authorized use, and is therefore available.

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

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 4th day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

# Resolution 84-2025, attachment



## CITY OF NORTHFIELD Application for Use of Facilities (Other than Use of Birch Grove Park Center)

Name and Address of Organization: Northfield Middle School  
2000 New Road, Northfield NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Middle School Baseball  
and Softball teams

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

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

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

Name of Applicant / Responsible Party: Pedro Bretones Title/Affiliation Superintendent

Home Address: 2000 New Road, Northfield NJ 08225

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) ██████████

Name and Location of Facility(ies) Being Requested: Baseball / Softball Fields

For the Following Purpose: Practices and games

on the Following Date(s): March 18, 2025 - May 30, 2025 Monday - Friday

Specify Hours of Use: From: 3:00 pm To: 6:00 pm Are Field Lights Requested\*? No

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

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

# of Participants per Date: 20-40 # of Participants who are Northfield Residents: 20-40

Will Juveniles be Present? Yes  No  If Yes, What Ages? 10-13

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

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

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

**NO ALCOHOLIC BEVERAGES PERMITTED**

APPLICANT: Pedro P. Bretones DATE: 2/27/25  
Signature

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

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 85-2025**

**TO APPROVE AN APPLICATION FOR USE OF FACILITIES**

**WHEREAS**, Mr. Pedro Bretones has properly submitted an Application for Use of Facilities requesting use of the Softball Field for softball games and practices, as follows:

Monday through Friday  
March 18, 2025 – May 30, 2025  
3:00pm – 6:00pm

**WHEREAS**, Mr. Pedro Bretones has presented this request on behalf of the Northfield Community School; and

**WHEREAS**, pursuant to Resolution No. 44-2025, the Common Council of the City of Northfield did previously authorize the use of the Softball Field by Northfield Little League, on all dates from March 1st through July 31st from 8am until 10:00pm; and

**WHEREAS**, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that Monday through Friday, March 18th until May 30th from 3pm until 6:00pm, may be deleted from his previously authorized use, and is therefore available.

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

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

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 4th day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

# Resolution 85-2025, attachment



## CITY OF NORTHFIELD Application for Use of Facilities (Other than Use of Birch Grove Park Center)

Name and Address of Organization: Northfield Middle School  
2000 New Road, Northfield NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: Middle School Baseball  
and Softball teams

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

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

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

Name of Applicant / Responsible Party: Pedro Bretones Title/Affiliation Superintendent

Home Address: 2000 New Road, Northfield NJ 08225

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) ██████████

Name and Location of Facility(ies) Being Requested: Baseball / Softball Fields

For the Following Purpose: Practices and games

on the Following Date(s): March 18, 2025 - May 30, 2025 Monday - Friday

Specify Hours of Use: From: 3:00 pm To: 6:00 pm Are Field Lights Requested\*? No

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

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

# of Participants per Date: 20-40 # of Participants who are Northfield Residents: 20-40

Will Juveniles be Present? Yes  No  If Yes, What Ages? 10-13

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

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

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

**NO ALCOHOLIC BEVERAGES PERMITTED**

APPLICANT: Pedro P. Bretones DATE: 2/27/25  
Signature

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

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 86-2025**

**APPROVAL OF SPECIFICATIONS AND AUTHORIZATION TO  
PROCEED WITH PUBLIC BIDDING FOR THE PROJECT KNOWN AS  
“VARIOUS SANITARY SEWER MAIN AND MANHOLE  
REHABILITATIONS RE-BID”**

**WHEREAS**, pursuant to Resolution No. 42-2025, the Common Council did authorize the City engineer to proceed with the project known as “Various Sanitary Sewer Main And Manhole Rehabilitations Re-Bid”; and

**WHEREAS**, said specifications were prepared by DeBlasio & Associates Consulting Engineers, Surveyors and Planners and have been reviewed by the Mayor and Council.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield, Atlantic County, New Jersey that the aforesaid specifications are hereby approved and the City Engineer is authorized to proceed with public bidding for this project.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of Northfield, held this 4<sup>st</sup> day of March 2025.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 87-2025**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT  
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS  
OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-  
12b(4), REGARDING CONTRACT NEGOTIATIONS BETWEEN THE  
CITY OF NORTHFIELD AND GOVERNMENT WORKERS UNION,  
LOCAL 420**

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

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

**WHEREAS**, it is necessary for the Common Council of the City of Northfield to discuss in a session not open to the public certain matters relating to items authorized by NJSA 10:4-12b(4), specifically, the contract negotiations between the City of Northfield and Government Workers Union, Local 420, and an updated to be provided to the Common Council by the City's Negotiations Committee.

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

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

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common City Council of Northfield, held this 4<sup>th</sup> day of March, 2025.

---

**Mary Canesi, RMC, Municipal Clerk**



# ENGINEER'S REPORT

# DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

## Engineer's Report

**To:** Mayor & Council  
City of Northfield

**From:** Marc DeBlasio, P.E., P.P., C.M.E.  
City Engineer

**Cc:** Mary Canesi, Clerk (via email)  
Dawn Stollenwerk, CFO (via email)  
Qwin Vitale, Superintendent of Public Works (via email)  
Nancy Mauro, P.E. (via email)

**Date:** March 4, 2025 - *Revised*

### **Grant Applications**

1. FY2025 NJDCA Local Recreation Improvement Grant (LRIG)
  - The New Jersey Department of Community Affairs has announced that they are accepting LRIG applications and the submission deadline is January 31, 2025. The LRIG application for four (4) pavilions at Birch Grove Park was submitted on January 29, 2025.
2. FY2024 NJDCA Local Recreation Improvement Grant (LRIG)
  - The New Jersey Department of Community Affairs has announced that they are accepting LRIG applications and the submission deadline is February 27, 2024. The LRIG application was submitted on February 23, 2024.
  - Grant awards were announced on May 31, 2024 and the City was awarded \$63,000.00.
  - Our office submitted the proposal for this project on December 20, 2024 and is ready to begin work upon authorization from the City.
  - The City requested that due to budget constraints, the project be revised to be closer in cost to the grant award. Our office contacted the NJDCA in February of 2025. The NJDCA will allow for a change in scope in the project and will allow engineering costs to be submitted with the construction estimate.
3. USDA Water and Waste Disposal-Predevelopment Planning Grant (PPG)
  - On June 10, 2024 the USDA awarded the City \$17,000.00 for the PPG grant and the next step requires the City to file the full application.

- The next phase is for the City to authorize our office for an engineering study – our proposal for this project was submitted on February 12, 2025.
  - The City approved the proposal for this work with Resolution No. 70-2025 on February 18, 2025.
4. New Jersey Department of Transportation Local Projects Fund (NJDOT LTPF)
- The City has selected the reconstruction of Forrest Drive from Juniper Drive to Mill Road for FY2024 of the Local Transportation Project Fund.
  - The application was submitted to the System for Administering Grants Electronically (SAGE) on June 26, 2024.
  - This application is currently still pending with the NJDOT.
5. New Jersey Department of Transportation Municipal Aid
- The City has selected the reconstruction of Juniper Drive from Cedarbridge Road to Mill Road as its project for FY2025 Municipal Aid.
  - The City was awarded \$229,190.00 on November 13, 2024 for this project. The total project cost estimate is \$355,824.70.
  - Our office submitted the proposal for this project on December 18, 2024 and is ready to begin work upon authorization from the City.
  - Survey work is scheduled to begin on this project on March 5, 2025.

## Engineering

1. Street Excavation and Sidewalk Ordinance
- Our office was asked to review and revise the street excavation and sidewalk ordinance. We have been coordinating with the City to update this ordinance.
  - Our office sent a draft ordinance to the City on May 21, 2024.
  - Our office met with the City on July 15, 2024 to review City revisions and comments.
  - The second draft of the ordinance was sent to the City on September 4, 2024.
  - Final draft of the ordinance was sent to the City on November 18, 2024.
  - The City passed a revised ordinance and it became legal publication on February 22, 2025.
2. Slipline Repairs Zion and Mill Roads, Zion and Davis Roads
- The project was submitted to the Atlantic County Engineering department for review. The County is requiring the majority of the work to be conducted during the night.
  - Our office received input from the City's Public Works Department. We adjusted the bid documents accordingly and are waiting for City approval to set a bid schedule.
  - The Bid opening was held August 28, 2024 at 10 a.m. Only one bid was received from Mobile Dredging and Video Pipe, Inc. in the amount of \$344,150.
    - Council will be rejecting the bid due to lack of funding. The project exceeded the engineer's estimate due to night work requirements and increased traffic control requirements set forth by Atlantic County Engineering Department. The City will meet with the County Engineer to discuss traffic control. The City will consider a re-bid with revisions to the bid cost breakdown sheet.
    - The City will coordinate a meeting with the County to discuss traffic control plan alternatives.

- Our office met with City and County representatives on November 15, 2024. The County agreed that the traffic plan could be revised and will allow Northfield Police to provide traffic control where needed. Our office will revise plans and specifications for rebid.
- On January 10, 2025, our office contacted the County Engineer's office regarding the Zion Road and Shore Road intersection location. The Engineer's office reversed its initial requirement and consented to allow this repair work to be conducted during the daytime with reduced signage and a police presence at the intersection. However, the Zion Road and Mill Road intersection location must be completed at night.
- Our office submitted the proposal for this project on December 18, 2024 and is ready to begin work upon authorization from the City.
- The City has adopted Resolution No. 42-2025 at the January 21, 2025 meeting, authorizing our office to proceed with revisions to bid specifications for this project.
- This project is tentatively scheduled to go out to bid March 13, 2025.

3. Habitat for Humanity Housing Project

- Our office submitted a proposal for the Habitat for Humanity Project on Block 69 Lot 1.02 and Block 66 Lot 11 on August 5, 2024.
- On September 6, 2024, our office issued an email with further detail of stormwater management options in response to the summary email issued by the City on September 5, 2024.
- On October 1, 2024 a meeting was held with representatives from the City, Habitat for Humanity and our office. Habitat representatives stated that engineering costs would be covered under the DCA grant that Habitat will submit. Habitat's engineer will be responsible for preparing a complete project estimate.
- Our office revised their original estimate to include all anticipated site plan engineering costs including anticipated permit fees, with a not to exceed amount as directed by City council.
- Our office transmitted a proposal to the City on December 10, 2024 and is ready to begin work upon authorization from the City.

4. Little League Field 50/70 Redesign

- Our office surveyed and prepared a site plan of the little league field to be converted to a 50/70 field.
- On September 20, 2024, our office met on site with representatives from the City, the Northfield Little League, and preferred contractor to discuss scope of project.
- Work to be completed includes removal of existing infield/outfield grass to 50/70 dimensions, relocation of existing sprinkler heads, placements of new infield material, placements of sod, placement of new bases and pitcher's mound, and realignment of foul lines. Maximum budget for project is \$44,000, and work is to be completed by November.
- Securing a contractor for the project can be completed in two ways: The first is the City issues RFQs for contractors to submit bids. The second is for the City to join the ED-DATA cooperative and contract directly with the contractor at a cost savings of \$14,000.
- The City resolved to join the ED-DATA cooperative at the October 29, 2024 council meeting.
- Work began on December 3, 2024 and the project was completed on December 6, 2024.
- At the recommendation of the contractor, the City will be upgrading the pitcher's mound as a no-cost change order. This work shall be completed in the spring.
- The pitcher's mound was installed on February 5, 2025 and the project is now complete.