



**RESOLUTION NO. 90A-2025**

**Introduction of the 2025 Budget - SEE HARD COPY**

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, at a meeting of said Council on March 18, 2024, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225.

There will be public hearing on the 2025 municipal budget at 7:00pm, on April 22, 2025, in Council Chambers, 1600 Shore Road, Northfield, NJ 08225, after which the matter will be considered for final adoption.

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Mary Canesi, RMC, Municipal Clerk

2025 Introduced Budget  
March 28, 2025

	% Change	\$ Change	Budgeted 2025	Adopted Budget 2024	Amended by Transfers/Emerg	Amended Budget 2024	Actual 2024	Difference Reserve
<b>REVENUE</b>								
<b>Surplus</b>	<b>-8.88%</b>	<b>(195,000.00)</b>	<b>2,000,000.00</b>	<b>2,195,000.00</b>		<b>2,195,000.00</b>	2,195,000.00	-
Alcoholic Beverages	0.00%	-	7,500.00	7,500.00		7,500.00	7,500.00	-
Other	7.14%	5,000.00	75,000.00	70,000.00		70,000.00	81,394.54	11,394.54
Fees & Permits	6.67%	5,000.00	80,000.00	75,000.00		75,000.00	177,766.02	102,766.02
Fines & Costs-Court	12.50%	5,000.00	45,000.00	40,000.00		40,000.00	65,571.72	25,571.72
Interest & Costs on Taxes	0.00%	-	55,000.00	55,000.00		55,000.00	56,563.44	1,563.44
Interest on Investments	40.00%	24,000.00	84,000.00	60,000.00		60,000.00	136,970.90	76,970.90
Sewer Rentals	0.69%	10,000.00	1,450,000.00	1,440,000.00		1,440,000.00	1,526,279.35	86,279.35
<b>Sub-Total Local Revenues</b>	<b>2.80%</b>	<b>49,000.00</b>	<b>1,796,500.00</b>	<b>1,747,500.00</b>		<b>1,747,500.00</b>	<b>2,052,045.97</b>	<b>304,545.97</b>
<b>UCC Fees</b>	<b>-3.57%</b>	<b>(5,000.00)</b>	<b>135,000.00</b>	<b>140,000.00</b>		<b>140,000.00</b>	136,397.68	(3,602.32)
Total Municipal Relief Aid		-	-	-		-	-	-
Energy Receipts	0.00%	-	639,927.00	639,927.00		639,927.00	639,926.55	(0.45)
Reserve for State Aid TMRFA	-100.00%	(65,967.28)	-	65,967.28		65,967.28	65,967.28	-
<b>Sub-Total State Aid</b>	<b>-9.35%</b>	<b>(65,967.28)</b>	<b>639,927.00</b>	<b>705,894.28</b>		<b>705,894.28</b>	<b>705,893.83</b>	<b>(0.45)</b>
Interlocal Sewage Agreement	0.00%	-	11,520.00	11,520.00		11,520.00	11,520.00	-
Interlocal Court Agreement		-	-	-		-	-	-
<b>Sub-Total Interlocals</b>	<b>0.00%</b>	<b>-</b>	<b>11,520.00</b>	<b>11,520.00</b>		<b>11,520.00</b>	<b>11,520.00</b>	<b>-</b>
NJ Transportation Trust Fund	-22.19%	(65,350.00)	229,190.00	294,540.00	-	294,540.00	294,540.00	-
Drunk Driving Enforcement		-	-	-	-	-	-	-
Clean Communities	-100.00%	(24,863.61)	-	-	24,863.61	24,863.61	24,863.61	-
Recycling Tonnage Grant	-100.00%	(10,751.55)	-	-	10,751.55	10,751.55	10,751.55	-
EMAA Grant	0.00%	-	10,000.00	10,000.00		10,000.00	10,000.00	-
Municipal Alliance	0.00%	-	7,910.14	7,910.14		7,910.14	7,910.14	-
AFFG 2024	-100.00%	(39,000.00)	-	39,000.00		39,000.00	39,000.00	-
Safe & Secure	0.00%	-	45,150.00	45,150.00		45,150.00	45,150.00	-
LRIG	-100.00%	(63,000.00)	-	-	63,000.00	63,000.00	63,000.00	-
Community Dev Block Grant		-	-	-		-	-	-
Stormwater Management Grant		-	-	-		-	-	-
Distracted Driving Grant		2,800.00	2,800.00	-		-	-	-
Body Armor Grant	3.66%	72.07	2,043.80	1,971.73		1,971.73	1,971.73	-
Drive Sober or Get Pulled Over	-100.00%	(4,900.00)	-	-	4,900.00	4,900.00	4,900.00	-
Click It or Ticket	-100.00%	(2,100.00)	-	-	2,100.00	2,100.00	2,100.00	-
USDA Grant	-100.00%	(17,000.00)	-	-	17,000.00	17,000.00	17,000.00	-
Matthew Sheppard Hate Crimes Grant		37,500.00	37,500.00	-		-	-	-
DMHAS Youth Leadership Grant		-	-	-		-	-	-
US DOJ Body Armor Grant	-100.00%	(9,194.60)	-	-	9,194.60	9,194.60	9,194.60	-
<b>Sub-Total Grants</b>	<b>-36.91%</b>	<b>(195,787.69)</b>	<b>334,593.94</b>	<b>398,571.87</b>	<b>131,809.76</b>	<b>530,381.63</b>	<b>530,381.63</b>	<b>-</b>
Library Maintenance Agreement	0.00%	-	20,500.00	20,500.00		20,500.00	20,500.00	-
Library Reimbursement-Moriarity		-	-	-		-	-	-
Capital Fund Surplus		150,000.00	150,000.00	-		-	-	-
<b>Sub-Total Revenues with Consent</b>		<b>150,000.00</b>	<b>170,500.00</b>	<b>20,500.00</b>		<b>20,500.00</b>	<b>20,500.00</b>	<b>-</b>
Receipts from Delinquent Taxes	0.00%	-	225,000.00	225,000.00		225,000.00	229,853.46	4,853.46
<b>Sub-Total General Revenues</b>	<b>-4.71%</b>	<b>(262,754.97)</b>	<b>5,313,040.94</b>	<b>5,443,986.15</b>		<b>5,575,795.91</b>	<b>5,881,592.57</b>	<b>305,796.66</b>
Amount to be Raised by Taxation	6.57%	589,420.84	9,565,208.96	8,975,788.12		8,975,788.12	9,897,546.12	921,758.00
Minimum Library Tax	16.71%	60,145.00	420,086.00	359,941.00		359,941.00	359,941.00	-
<b>Total Amount to be Raised</b>	<b>6.96%</b>	<b>649,565.84</b>	<b>9,985,294.96</b>	<b>9,335,729.12</b>		<b>9,335,729.12</b>	<b>10,257,487.12</b>	<b>921,758.00</b>
<b>TOTAL REVENUES</b>	<b>2.59%</b>	<b>386,810.87</b>	<b>15,298,335.90</b>	<b>14,779,715.27</b>		<b>14,911,525.03</b>	<b>15,779,138.69</b>	<b>1,227,554.66</b>

2025 Introduced Budget  
March 28, 2025

	% Change	\$ Change	Budgeted 2025	Adopted Budget 2024	Amended by Transfers/Emerg	Amended Budget 2024	Actual 2024	Difference Reserve
<b>APPROPRIATIONS</b>								
Admin S/W	4.78%	776.00	17,000.00	16,224.00		16,224.00	16,224.00	-
Admin & Executive O/E	-9.09%	(10,000.00)	100,000.00	110,000.00		110,000.00	108,914.39	1,085.61
Mayor & Council S & W	16.19%	10,000.00	71,750.00	71,750.00	(10,000.00)	61,750.00	60,702.92	1,047.08
Mayor & Council O/E	-28.00%	(1,400.00)	3,600.00	5,000.00		5,000.00	3,685.25	1,314.75
Clerk S & W	3.31%	5,000.00	156,000.00	151,000.00		151,000.00	150,697.78	302.22
Clerk O/E	-9.97%	(4,440.00)	40,100.00	51,540.00	(7,000.00)	44,540.00	41,713.74	2,826.26
Finance S & W	5.49%	5,000.00	96,000.00	91,000.00		91,000.00	87,654.77	3,345.23
Finance O/E	-18.75%	(3,000.00)	13,000.00	16,000.00		16,000.00	12,982.62	3,017.38
Audit O/E	21.21%	7,000.00	40,000.00	38,000.00	(5,000.00)	33,000.00	33,000.00	-
Collector S & W	0.00%	-	115,000.00	125,000.00	(10,000.00)	115,000.00	110,447.20	4,552.80
Collector O/E	-2.86%	(500.00)	17,000.00	13,000.00	4,500.00	17,500.00	15,647.70	1,852.30
Assessor S & W	3.51%	1,694.00	49,900.00	48,206.00		48,206.00	48,205.04	0.96
Assessor O/E	-29.87%	(2,300.00)	5,400.00	7,700.00		7,700.00	4,188.17	3,511.83
Workman's Compensation	12.32%	34,056.00	310,401.00	276,345.00		276,345.00	276,345.00	-
Employee Group Insurance	20.35%	341,327.00	2,018,327.00	1,677,000.00		1,677,000.00	1,677,000.00	-
Liability Insurance	1.54%	1,975.00	130,000.00	65,000.00	63,025.00	128,025.00	116,490.29	11,534.71
Health Benefits Waiver	75.00%	15,000.00	35,000.00	20,000.00		20,000.00	20,000.00	-
Legal O/E	-16.13%	(25,000.00)	130,000.00	125,000.00	30,000.00	155,000.00	146,994.64	8,005.36
Planning Board S & W	3.33%	300.00	9,300.00	9,000.00	-	9,000.00	8,822.92	177.08
Planning Board O/E	-46.00%	(11,500.00)	13,500.00	15,000.00	10,000.00	25,000.00	21,029.63	3,970.37
Council on Affordable Housing		150,000.00	150,000.00	-	-	-	-	-
Engineering O/E	0.00%	-	40,000.00	30,000.00	10,000.00	40,000.00	35,695.73	4,304.27
Economic Develop Comm O/E	0.00%	-	3,000.00	5,000.00	(2,000.00)	3,000.00	3,000.00	-
Fire S & W	0.00%	-	600,000.00	610,000.00	(10,000.00)	600,000.00	556,122.52	43,877.48
Hydrants	1.56%	2,000.00	130,000.00	115,000.00	13,000.00	128,000.00	123,497.16	4,502.84
O/E	-10.97%	(6,100.00)	49,500.00	55,600.00	-	55,600.00	55,058.72	541.28
Police S & W	-2.12%	(55,000.00)	2,534,000.00	2,619,000.00	(30,000.00)	2,589,000.00	2,421,201.35	167,798.65
Police O/E	-14.39%	(29,500.00)	175,500.00	230,000.00	(25,000.00)	205,000.00	196,575.69	8,424.31
Emergency Mgmt S & W	0.00%	-	1,000.00	6,000.00	(5,000.00)	1,000.00	431.47	568.53
Emergency Mgmt O/E	-11.11%	(1,000.00)	8,000.00	14,000.00	(5,000.00)	9,000.00	8,973.12	26.88
Emergency Medical Services	168.86%	44,749.00	71,250.00	20,001.00	6,500.00	26,501.00	24,875.00	1,626.00
<b>PUBLIC WORKS FUNCTIONS:</b>								
Streets & Road S&W	39.56%	180,000.00	635,000.00	455,000.00	-	455,000.00	455,000.00	-
Streets & Road O/E	0.00%	-	30,700.00	36,700.00	(6,000.00)	30,700.00	28,940.48	1,759.52
Reserve for Storm Recovery	0.00%	-	1.00	1.00	-	1.00	-	1.00
Vehicle Maintenance O/E	-6.45%	(4,000.00)	58,000.00	62,000.00		62,000.00	57,532.09	4,467.91
Sewer S & W	-100.00%	(154,975.00)	-	190,000.00	(35,025.00)	154,975.00	119,701.85	35,273.15
Sewer O/E	-25.00%	(5,000.00)	15,000.00	20,000.00		20,000.00	12,873.55	7,126.45
Buildings & Grounds O/E	-15.63%	(12,500.00)	67,500.00	80,000.00	-	80,000.00	74,090.76	5,909.24
Maint of Bike Path	-40.00%	(1,000.00)	1,500.00	2,500.00		2,500.00	1,326.34	1,173.66
Parks Maintenance		(5,500.00)	40,500.00	46,000.00		46,000.00	42,738.06	3,261.94
Solid Waste Contracts	4.30%	37,505.00	910,000.00	872,495.00	-	872,495.00	851,955.94	20,539.06
Dog Regulation O/E	0.00%	-	9,300.00	9,300.00		9,300.00	9,300.00	-
Neighborhood Program	-33.33%	(2,000.00)	4,000.00	6,000.00		6,000.00	666.85	5,333.15
Senior Citizens	-100.00%	(2,200.00)	-	2,200.00		2,200.00	-	2,200.00
Construction Official S & W	25.00%	25,000.00	125,000.00	90,000.00	10,000.00	100,000.00	96,590.21	3,409.79
Construction Official O/E	0.00%	-	8,000.00	20,000.00	(12,000.00)	8,000.00	3,108.23	4,891.77
Zoning / Housing S & W	0.00%	-	33,000.00	33,000.00		33,000.00	29,300.43	3,699.57
Zoning / Housing O/E	-60.00%	(1,500.00)	1,000.00	2,500.00		2,500.00	-	2,500.00
Petroleum Products	0.00%	-	70,000.00	70,000.00		70,000.00	63,645.73	6,354.27
Telecommunications	0.00%	-	40,000.00	40,000.00		40,000.00	32,034.40	7,965.60
Water	0.00%	-	15,000.00	15,000.00		15,000.00	12,130.92	2,869.08
Electricity & Natural Gas	1.52%	5,000.00	335,000.00	315,000.00	15,000.00	330,000.00	325,078.91	4,921.09
Accumulated Absence	0.00%	-	1.00	1.00	-	1.00	-	1.00
<b>Sub-total appropriations in CAPS</b>		<b>527,967.00</b>	<b>9,532,030.00</b>	<b>9,004,063.00</b>	<b>-</b>	<b>9,004,063.00</b>	<b>8,602,191.57</b>	<b>401,871.43</b>
PERS	-18.11%	(43,568.81)	197,025.00	240,593.81		240,593.81	240,593.81	-
Social Security	-1.14%	(2,000.00)	173,000.00	175,000.00	-	175,000.00	164,001.37	10,998.63
PFRS	-2.11%	(18,503.00)	857,818.00	876,321.00		876,321.00	876,321.00	-
Unemployment	-5.88%	(1,000.00)	16,000.00	17,000.00		17,000.00	14,976.16	2,023.84
DCRP	-30.00%	(3,000.00)	7,000.00	10,000.00	-	10,000.00	6,706.09	3,293.91
<b>Deferred Charges &amp; Statutory Expenditures</b>		<b>(68,071.81)</b>	<b>1,250,843.00</b>	<b>1,318,914.81</b>	<b>-</b>	<b>1,318,914.81</b>	<b>1,302,598.43</b>	<b>16,316.38</b>
<b>Salaries &amp; Wages inside CAP</b>		<b>32,795.00</b>	<b>4,477,951.00</b>	<b>4,535,181.00</b>	<b>(90,025.00)</b>	<b>4,445,156.00</b>	<b>4,181,102.46</b>	<b>264,053.54</b>
<b>Other Expenses inside CAP</b>		<b>427,100.19</b>	<b>6,304,922.00</b>	<b>5,787,796.81</b>	<b>90,025.00</b>	<b>5,877,821.81</b>	<b>5,723,687.54</b>	<b>154,134.27</b>

2025 Introduced Budget  
March 28, 2025

	% Change	\$ Change	Budgeted 2025	Adopted Budget 2024	Amended by Transfers/Emerg	Amended Budget 2024	Actual 2024	Difference Reserve
<b>Appropriations Excluded From CAP</b>								
Library	16.71%	60,145.00	420,086.00	359,941.00	-	359,941.00	359,941.00	-
LOSAP	0.00%	-	14,000.00	14,000.00	-	14,000.00	37,545.00	14,000.00
Health Insurance	295.86%	160,443.00	214,673.00	54,230.00	-	54,230.00	9,966.15	44,263.85
Workers Compensation Insurance	-100.00%	(8,655.00)	-	8,655.00	-	8,655.00	5,120.57	3,534.43
Solid Waste	-	-	-	-	-	-	-	-
PERS Contribution	-	-	-	-	-	-	-	-
PFRS Contribution	-	-	-	-	-	-	-	-
Interlocal Agreement - Court	-92.31%	(120,000.00)	10,000.00	130,000.00	-	130,000.00	125,282.83	4,717.17
Interlocal Agreement - CFO	3.22%	1,210.00	38,755.00	37,545.00	-	37,545.00	37,545.00	-
Interlocal Agreement - Dispatch	3.00%	14,061.00	482,764.00	468,703.00	-	468,703.00	468,703.00	-
Interlocal Agreement - Pump Station	-	1.00	1.00	-	-	-	-	-
Interlocal Agreement - ACUA	-9.97%	(72,000.00)	650,000.00	722,000.00	-	722,000.00	647,879.24	74,120.76
<b>Sub-Total Interlocals</b>	<b>-13.01%</b>	<b>(176,728.00)</b>	<b>1,181,520.00</b>	<b>1,358,248.00</b>	<b>-</b>	<b>1,358,248.00</b>	<b>1,279,410.07</b>	<b>78,837.93</b>
NJ Transportation Trust Fund	-22.19%	(65,350.00)	229,190.00	294,540.00	-	294,540.00	294,540.00	-
Drunk Driving Enforcement	-	-	-	-	-	-	-	-
Clean Communities	-100.00%	(24,863.61)	-	-	24,863.61	24,863.61	24,863.61	-
Recycling Tonnage Grant	-100.00%	(10,751.55)	-	-	10,751.55	10,751.55	10,751.55	-
Municipal Alliance	0.00%	-	7,910.14	7,910.14	-	7,910.14	7,910.14	-
Municipal Alliance - Local Match	0.00%	0.01	1,977.54	1,977.53	-	1,977.53	1,977.53	-
EMAA	0.00%	-	10,000.00	10,000.00	-	10,000.00	10,000.00	-
Safe & Secure	0.00%	-	45,150.00	45,150.00	-	45,150.00	45,150.00	-
Safe & Secure - Local Match	3.91%	2,790.00	74,146.00	71,356.00	-	71,356.00	71,356.00	-
Community Dev Block Grant	-	-	-	-	-	-	-	-
Stormwater Management Grant	-	-	-	-	-	-	-	-
Distracted Driving Grant	-	2,800.00	2,800.00	-	-	-	-	-
Body Armor Grant	3.66%	72.07	2,043.80	1,971.73	-	1,971.73	1,971.73	-
Drive Sober or Get Pulled Over	-100.00%	(4,900.00)	-	-	4,900.00	4,900.00	4,900.00	-
Click It or Ticket	-100.00%	(2,100.00)	-	-	2,100.00	2,100.00	2,100.00	-
LRIG	-100.00%	(63,000.00)	-	-	63,000.00	63,000.00	63,000.00	-
AFFG 2024	-100.00%	(39,000.00)	-	39,000.00	-	39,000.00	39,000.00	-
DMHAS Youth Leadership Grant	-	-	-	-	-	-	-	-
USDA Grant	-100.00%	(17,000.00)	-	-	17,000.00	17,000.00	17,000.00	-
Matthew Sheppard Hate Crimes Grant	-	37,500.00	37,500.00	-	-	-	-	-
US DOJ Body Armor Grant	-100.00%	(9,194.60)	-	-	9,194.60	9,194.60	9,194.60	-
<b>Sub-Total Grants</b>	<b>-31.97%</b>	<b>(192,997.68)</b>	<b>410,717.48</b>	<b>471,905.40</b>	<b>131,809.76</b>	<b>603,715.16</b>	<b>603,715.16</b>	<b>-</b>
<b>Total Operations Excluded From CAPS</b>		<b>(157,792.68)</b>	<b>2,240,996.48</b>	<b>2,266,979.40</b>	<b>131,809.76</b>	<b>2,398,789.16</b>	<b>2,258,152.95</b>	<b>140,636.21</b>
<b>Total S/W Excluded from CAPS</b>		<b>(200.00)</b>	<b>170,851.00</b>	<b>164,051.00</b>	<b>7,000.00</b>	<b>171,051.00</b>	<b>171,051.00</b>	<b>-</b>
<b>Total O/E Excluded from CAPS</b>		<b>(157,592.68)</b>	<b>2,070,145.48</b>	<b>2,102,928.40</b>	<b>124,809.76</b>	<b>2,227,738.16</b>	<b>2,352,547.92</b>	<b>-</b>
Capital Improvement Fund	-	-	-	-	-	-	-	-
Firefighter Protection Equipment	-14.29%	(2,500.00)	15,000.00	17,500.00	-	17,500.00	16,047.32	1,452.68
Facility Improvements	-	-	-	-	-	-	-	-
Recreation Improvements	-	-	-	-	-	-	-	-
Sewer Repairs	0.00%	-	15,000.00	15,000.00	-	15,000.00	-	15,000.00
Computer & Electronic Equipment	0.00%	-	5,000.00	5,000.00	-	5,000.00	2,037.21	2,962.79
<b>Sub-Total Capital Improvements</b>		<b>(2,500.00)</b>	<b>35,000.00</b>	<b>37,500.00</b>	<b>-</b>	<b>37,500.00</b>	<b>18,084.53</b>	<b>19,415.47</b>
Bond Principal	1.97%	15,000.00	775,000.00	760,000.00	-	760,000.00	760,000.00	-
BAN Payment	-	-	-	-	-	-	-	-
Interest on Bonds	-11.57%	(31,805.00)	243,195.00	275,000.00	-	275,000.00	274,193.76	-
Interest on Notes	-	154,000.00	154,000.00	-	-	-	-	-
<b>Sub-Total Debt Service</b>	<b>13.26%</b>	<b>137,195.00</b>	<b>1,172,195.00</b>	<b>1,035,000.00</b>	<b>-</b>	<b>1,035,000.00</b>	<b>1,034,193.76</b>	<b>-</b>
Emergency Authorizations	-	-	-	-	-	-	-	-
Deferred Charges - Grant Match	-	-	-	-	-	-	-	-
Deferred Chgs to Future Tax	-	-	-	-	-	-	-	-
<b>Sub-Total Deferred Charges</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>General Appropriations</b>	<b>3.17%</b>	<b>436,797.51</b>	<b>14,231,064.48</b>	<b>13,662,457.21</b>	<b>131,809.76</b>	<b>13,794,266.97</b>	<b>13,215,221.24</b>	<b>578,239.49</b>
<b>Reserve for Uncollected Taxes</b>	<b>-4.47%</b>	<b>(49,986.64)</b>	<b>1,067,271.42</b>	<b>1,117,258.06</b>	<b>-</b>	<b>1,117,258.06</b>	<b>1,117,258.06</b>	<b>-</b>
<b>Total General Appropriations</b>	<b>2.59%</b>	<b>386,810.87</b>	<b>15,298,335.90</b>	<b>14,779,715.27</b>	<b>131,809.76</b>	<b>14,911,525.03</b>	<b>14,332,479.30</b>	<b>578,239.49</b>

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 91-2025**

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

**WHEREAS**, Mr. Brian Smith has properly submitted an Application for Use of Facilities requesting use of the Softball Field Friday, May 3, 2025, from 1pm until 9pm for two Mainland Regional High School Softball games; and

**WHEREAS**, Mr. Brian Smith has presented this request on behalf of Mainland Regional High School Softball of Linwood; 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 and Farm 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 10:00pm; and

**WHEREAS**, Mr. Jason Yard, on behalf of the Northfield Little League, has advised that that Saturday, May 3rd from 1:00pm to 9pm may be deleted from his previously authorized use, and is therefore available.

**WHEREAS**, that pursuant to § 250-3 (C)-3 of the City of Northfield Code, there shall be no fee for approved use of athletic field lights by not-for-profit educational institutions; and

**THEREFORE, BE IT RESOLVED** that the request approved for Northfield Little League pursuant to Resolution No. 44-2025 is hereby amended to exclude May 3rd from 1:00pm to 9pm; 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. Brian Smith 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 18<sup>th</sup> 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: MIRHS SOFTBALL  
1301 OAK AVENUE, LINWOOD NJ 07021

Tell Us Who You Are / Description and Purpose of Organization: \_\_\_\_\_  
WE ARE THE LOCAL REGIONAL HIGH SCHOOL SOFTBALL PROGRAM  
AND THIS IS OUR ANNUAL "PINK GAME" FOR CANCER AWARENESS

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: BRIAN SMITH Title/Affiliation HEAD COACH

Home Address: 104 CATHERINE PLACE, NORTHFIELD

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

Name and Location of Facility(ies) Being Requested: GIRLS SOFTBALL FIELD @  
BIRCH GROVE PARK

For the Following Purpose: PINK GAME FOR CANCER AWARENESS VS O.C.H.S.

on the Following Date(s): SAT. MAY 3, 2025

Specify Hours of Use: From: ~ 1:00 PM To: ~ 9 PM Are Field Lights Requested\*? YES

\*If Yes, Provide Dates / Times for Requested Light Use: 5/3 - DUSK TO ~ 9:00 PM

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

# of Participants per Date: 60 # of Participants who are Northfield Residents: ~15

Will Juveniles be Present? Yes  No  If Yes, What Ages? 14-18

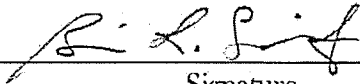
Have You Applied to Other Municipalities for Use of their Facilities for this Event?  Yes  No

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:  DATE: 3.4.25  
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.

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 92-2025**

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

**WHEREAS**, Mr. Kevin Segich has properly submitted an Application for Use of Facilities requesting use of the Softball Field and Farm League Field on May 31<sup>st</sup> and June 1<sup>st</sup>, from 7am until 5:00pm for softball games; and

**WHEREAS**, Mr. Kevin Segich has presented this request on behalf of the Ocean City Premier Tournaments/USA Softball; 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 and Farm 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 10:00pm; and

**WHEREAS**, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that May 31<sup>st</sup> and June 1<sup>st</sup>, from 8am until 5:00pm, 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 May 31<sup>st</sup> and June 1<sup>st</sup> from 8am until 5:00pm; 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. Kevin Segich; 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 18th day of March, 2025.

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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: Ocean city Premier tournaments  
USA Softball

Tell Us Who You Are / Description and Purpose of Organization: HELP make money  
FOR THE NORTHFIELD Recreation

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: Kevin Segich Title/Affiliation \_\_\_\_\_

Home Address: 430 West Surf Rd Ocean City, NJ

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

Name and Location of Facility(ies) Being Requested: Farm League Field and Girls  
SOFTBALL FIELD

For the Following Purpose: GIRLS SOFTBALL TOURNAMENTS

on the Following Date(s): MAY 31st and June 1st

Specify Hours of Use: From: 7AM To: 4PM Are Field Lights Requested\*? NO

\*If Yes, Provide Dates / Times for Requested Light Use: NO LIGHTS

*\*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: 25

Will Juveniles be Present? Yes  No \_\_\_\_\_ If Yes, What Ages? 10-11-12

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: 3/6/25  
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.

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 93-2025**

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

**WHEREAS**, Mr. Ed Charlton has properly submitted an Application for Use of Facilities requesting use of the Boys Major League Baseball Field on Saturdays, from March 29<sup>th</sup> – August 31<sup>st</sup> from 11am until 1pm; and

**WHEREAS**, Mr. Ed Charlton has presented this request on behalf of Baseball Performance Center Oilers 12U Travel Baseball.

**WHEREAS**, pursuant to Resolution No. 44-2025, the Common Council of the City of Northfield did previously authorize the use of the Major League Field by Northfield Little League, on all dates from March 1<sup>st</sup> through July 31<sup>st</sup> from 8am until 10:00pm and August 15<sup>th</sup> through November 1<sup>st</sup>; and

**WHEREAS**, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that Saturdays, March 29<sup>th</sup> through August 31<sup>st</sup> from 11am until 1pm, 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 Saturdays March 29<sup>th</sup> through August 31<sup>st</sup> from 11am until 1pm; 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. Ed Charlton; 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 18th day of March, 2025.

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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: Don Kern - 500 Bluebell Dr. Northfield, NJ 08225  
Don Coia - 2507 Herbert Dr. Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: 12U Travel Baseball team  
based out of Northfield. will use for practice & games (previously approved  
for field use last 4 years) Baseball Performance Center

Is the Group a Not-For-Profit Organization?  Yes  No 18U others

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

If Yes, How Much? \$ 1,200 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: ED Charlton Title/Affiliation HEAD COACH

Home Address: 517 Ridgeway Dr. Northfield, NJ 08225

Telephone: (H)                      (C)                      (W)                     

Name and Location of Facility(ies) Being Requested: Birch Grove Park major baseball  
field. (Don Coia & Don Kern ASST. COACHES)

For the Following Purpose: Travel baseball games and practices

on the Following Date(s): 3/29/25 - 8/31/25 SATURDAYS ONLY

Specify Hours of Use: From: 11am To: 1pm Are Field Lights Requested\*? No

\*If Yes, Provide Dates / Times for Requested Light Use: \*NO LIGHTS NEEDED

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

# of Participants per Date: 13 # of Participants who are Northfield Residents: 7

Will Juveniles be Present? Yes  No  If Yes, What Ages? 11-12


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

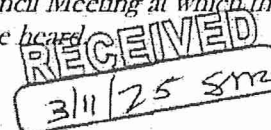
If Yes, Name of Municipality/ies: N/A

Date/s and Disposition of Request/s: N/A

*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:  DATE: 3/10/25  
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. 94-2025**

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

**WHEREAS**, on behalf of the Family Association of Northfield (FAN) Mrs. Colleen Kennedy has properly submitted an Application for Use of Facilities requesting use of the Football Field, Practice Field, and surrounding buildings (snack bar, restrooms, and tower), and, “limited baseball outfield” as follows:

June 1, 2025- December 1, 2025  
Monday – Friday from 5pm until 9pm for practices  
Saturdays and Sundays from 9am until 10pm for games

**WHEREAS**, Mrs. Kennedy did not respond to a request for clarification as to which baseball outfield FAN was seeking to use; and

**WHEREAS**, pursuant to Resolution No. 44-2025, the Common Council of the City of Northfield did previously authorize the use of the Baseball and Softball Fields by Northfield Little League, on all dates from March 1st through July 31st and August 15<sup>th</sup> through November 1<sup>st</sup> from 8am until 10:00pm; and

**WHEREAS**, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that June 1, 2025- December 1, 2025, Monday – Friday from 5pm until 9pm and, Saturdays and Sundays from 9am until 10pm, **may not** be deleted from his previously authorized use, and is therefore unavailable.

**WHEREAS**, said approval requires the use of lights during some hours of play where it may be needed, and fees shall be paid in accordance with Chapter 250 of the Municipal Code; and

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mrs. Colleen Kennedy as follows:

**Football Field, Practice Field, snack bar, restrooms, and tower ONLY**

June 1, 2025- December 1, 2025  
Monday – Friday from 5pm until 9pm for practices  
Saturdays and Sundays from 9am until 10pm for games

**BE IT FURTHER RESOLVED**, that said 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 football facilities and related buildings are presently open to the public, however, the decision to open and or close the football facilities and related buildings 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.

Common Council of the City of Northfield 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 18th day of March 2025.

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

eb. 2025



# CITY OF NORTHFIELD

## Application for Use of Facilities

(Other than Use of Birch Grove Park Center)

Name and Address of Organization: Family Association of Northfield (FAN)  
P.O. Box 723 Northfield, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: FAN runs football, cheer, and basketball programs for the youth of Northfield (K-8). Our purpose is to provide a safe and positive environment to allow the children to develop their athletic skills & personal growth.

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? \$100-130 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Colleen Kennedy Title/Affiliation President

Home Address: 101 Julie Dr. Northfield

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

Name and Location of Facility(ies) Being Requested: Football field, football practice field, snack bar, bathrooms, tower, limited baseball outfield (cheer & warm up)

For the Following Purpose: 2025 Northfield Cardinals Football & Cheer season  
on the Following Date(s): 6-1-25 thru 12/1/25 Clinics, practice, games M-F 5/5.

Specify Hours of Use: From: M-F 5pm S.S. 9am To: M-F 9pm Sat 10am Are Field Lights Requested?  Yes

\*If Yes, Provide Dates / Times for Requested Light Use: M-F dusk to PM: schedule pending but we will have at least 1 home night game.

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

# of Participants per Date: 200 # of Participants who are Northfield Residents: 200

Will Juveniles be Present? Yes  No  If Yes, What Ages? 6-12

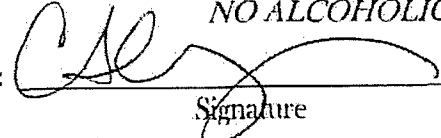
Have You Applied to Other Municipalities for Use of their Facilities for this Event?  Yes  No

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:  DATE: 2/22/25  
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.

**RECEIVED**  
3/11/25 src

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 95-2025**

**ACCEPTANCE OF THE LOSAP POINT SYSTEM AND QUALIFIERS FOR  
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE CO. #1**

**WHEREAS**, by Ordinance 13-2001, Northfield Volunteer Fire Co. #1 Length of Service Awards Program Act (LOSAP) for the City of Northfield was created pursuant to N.J.S.A. 40A:14-183 et seq.; and

**WHEREAS**, the following member of the Northfield Volunteer Fire Co. #1 has met his LOSAP requirements for his 23<sup>rd</sup> YEAR for the period November 1, 2023, through October 31, 2024: Donald M. Morey; and

**WHEREAS**, the following member has qualified for his 22<sup>nd</sup> YEAR: Bruce Cummings; and

**WHEREAS**, the following member has qualified for his 21<sup>st</sup> YEAR: Scott Goodman; and

**WHEREAS**, the following member has qualified for his 20<sup>th</sup> YEAR: Kevin Morey; and

**WHEREAS**, the following member has qualified for his 18<sup>th</sup> YEAR: Brian Flaherty; and

**WHEREAS**, the following member has qualified for his 9<sup>th</sup> YEAR: Mike Wallace; and

**WHEREAS**, the following members have qualified for their 6<sup>th</sup> YEAR: William Leeds and Bruce Cummings, Jr.; and

**WHEREAS**, the following members have qualified for their 5<sup>th</sup> YEAR: Kirk Kerlin and Cindy Badger; and

**WHEREAS**, the following members have qualified for their 2<sup>nd</sup> YEAR: Stephen Plettner, and Ryan Clark.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Northfield that the qualifiers are accepted as presented in this Resolution, and that the aforementioned members have met the necessary requirements for the year November 1, 2023, through October 31, 2024.

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 18th day of March, 2025.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 96-2025**

**AUTHORIZING REFUND OF OVERPAYMENT OF SANITARY SEWER  
LATERAL INSTALLATION FEES**

**WHEREAS**, pursuant to § 288-65 of the City of Northfield Code, on all new construction in the City of Northfield, the owner holding title of record shall prepay to the City the standard charge for the installation of a sewer lateral to service said property; and

**WHEREAS**, Mathis Construction Co., the City of Northfield's contractor for General Repairs and Construction of Sanitary Sewer and Stormwater Facilities, did provide a quote in the amount of \$18,700 as a preliminary estimate of the cost for the installation of a sanitary sewer lateral at 534 Walnut Avenue, aka Block 51 Lot 32.01, Northfield, NJ, 08225; and

**WHEREAS**, pursuant to section 288-65 of the City of Northfield Municipal Code, on December 10, 2024, Gail Ming and John Saggese, the owners of 534 Walnut Avenue, aka Block 51 Lot 32.01 did remit payment to the City of Northfield Public Works Department in the amount of \$18,700 for the lateral installation; and

**WHEREAS**, Mathis Construction Co., completed the required lateral installation and on March 2, 2025, advised the City of Northfield Public Works department that the actual cost of the sewer installation was \$10,700, which was less than the preliminary estimate; and

**WHEREAS**, on March 3, 2025, Gail Ming and John Saggese submitted a written request to the City of Northfield Public Works Department for a refund in the amount of \$8,000, based on the actual cost incurred by the City of Northfield.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Common Council of the City of Northfield authorizes the refund of \$8,000 to Gail Ming and John Saggese, mailing address 1112 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 Common Council of the City of Northfield, held this 18<sup>th</sup> day of March 2025.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 97-2025**

**AUTHORIZING REFUND OF OVERPAYMENT OF SANITARY SEWER  
LATERAL INSTALLATION FEES**

**WHEREAS**, pursuant to § 288-65 of the City of Northfield Code, on all new construction in the City of Northfield, the owner holding title of record shall prepay to the City the standard charge for the installation of a sewer lateral to service said property; and

**WHEREAS**, Mathis Construction Co., the City of Northfield's contractor for General Repairs and Construction of Sanitary Sewer and Stormwater Facilities, did provide a quote in the amount of \$18,700 as a preliminary estimate of the cost for the installation of a sanitary sewer lateral at 607 Lake Avenue, aka Block 55 Lot 4.03, Northfield, NJ, 08225; and

**WHEREAS**, pursuant to section 288-65 of the City of Northfield Municipal Code, on December 10, 2024, Vida Homes LLC, the owner of 607 Lake Avenue, aka Block 55 Lot 4.03 did remit payment to the City of Northfield Public Works Department in the amount of \$18,700 for the lateral installation; and

**WHEREAS**, Mathis Construction Co., completed the required lateral installation and on March 2, 2025, advised the City of Northfield Public Works department that the actual cost of the sewer installation was \$10,700, which was less than the preliminary estimate; and

**WHEREAS**, on March 3, 2025, Plamen Petkov of Vida Homes LLC submitted a written request to the City of Northfield Public Works Department for a refund in the amount of \$8,000, based on the actual cost incurred by the City of Northfield.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Common Council of the City of Northfield authorizes the refund of \$8,000 to Vida Homes LLC, 6319 Monmouth Avenue, Ventnor, NJ 08406.

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

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Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 98-2025**

**AUTHORIZING DEBLASIO AND ASSOCIATES CONSULTING ENGINEERS AND  
PLANNERS TO PROCEED WITH THE PROJECT KNOWN AS FY2024 NJDCA  
LOCAL GOVERNMENT RECREATION GRANT FOR IMPROVEMENTS AT  
BIRCH GROVE PARK**

**WHEREAS**, on May 31, 2024, the City of Northfield was notified by the NJ Department of Community Affairs that the City had been awarded \$63,000 in grant funds by the FY2024 Local Government Recreation Improvement Grant (LRIG); and

**WHEREAS**, the Common Council of the City of Northfield desires to amend the original scope of work for the project to align with the amount of the grant award; and

**WHEREAS**, DeBlasio and Associates Consulting Engineers and Planners has submitted their proposal for the revised scope of work for the FY2024 LRIG, as follows:

Estimated Construction Cost	\$56,065.00**
Engineering and Design Phase Cost, including amendment to Survey & Base Mapping Design Plans and Specifications	\$ 8,000.00**
Construction Phase Cost	<u>\$ 4,500.00</u>
<b>Total \$ 68,565.00</b>	

*\*\*The City has been awarded a FY2024 NJDCA LRIG grant in the amount of \$63,000.00. These costs will be submitted in the amended application.*

**WHEREAS**, DeBlasio and Associates Consulting Engineers and Planners have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield for FY2024 LRIG project; and

**WHEREAS**, the Common Council has deemed it appropriate to authorize the expenditure of these monies as follows; and

<u><b>Project Description</b></u>	<u><b>Estimated Purchase Order Amount</b></u>
Engineering and Design (as above)	\$ 8,000.00
Construction Phase Cost (as above)	\$ 4,500.00
<b>Not to Exceed</b>	<b>\$12,500.00</b>

**WHEREAS**, certification of funds has been received from the Municipal Finance Officer.

**THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that this Project is approved as submitted by DeBlasio and Associates Consulting Engineers and Planners.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Special Meeting of the Common Council of the City of Northfield held this 13<sup>th</sup> day of March 2025

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

# ENGINEER'S REPORT

## 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 18, 2025

### **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. **FY2026 Community Funding Project**
  - Congressman VanDrew announced the application process was open for Community Grant Funding through the House Appropriations Committee. Applications are due to be submitted by March 14, 2025.
  - The Northfield application will be for the construction of basketball and pickleball courts at Birch Grove Park.
3. **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.

- Our office submitted a revised proposal on March 12, 2025 based on this information.

4. 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.

5. 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.

6. 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.
- Survey work has been completed and plans are being prepared.

## 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.
- The project will be advertised March 13, 2025 and two copies of plans and specifications will be sent to the Northfield offices on March 12, 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.