

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 13, 2024**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised in the Press of Atlantic City on Saturday, January 6, 2024, and in accordance with Public Law 1975, Chapter 231.

FLAG SALUTE

COUNCIL ROLL CALL:

Bucci, Carfagno, Dewees, Polistina, Notaro, Smith; Leeds

MAYOR: Chau

APPROVAL OF MINUTES July 16, 2024

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 157-2024** Authorizing the Tax Collector to Conduct an Electronic Tax Lien Sale
- 158-2024** Inserting an Item of Revenue in the 2024 Budget
- 159-2024** A Resolution Authorizing the Chief Financial Officer to Execute a Contract with an Approved State Contract Vendor Pursuant to N.J.S.A. 40A:11-12a
- 160-2024** A Resolution Authorizing the Chief Financial Officer to Execute a Contract with an Approved State Contract Vendor Pursuant to N.J.S.A. 40A:11-12a
- 161-2024** Inserting an Item of Revenue in the 2024 Budget
- 162-2024** Refund of Overpayment of Mercantile License Fee
- 163-2024** A Resolution Amending the Appointment of Conflict Labor Counsel in Accordance with N.J.S.A. 40a:11-5 (1) As a Professional Service
- 164-2024** Resolution of the Common Council of the City of Northfield, County of Atlantic, New Jersey, Accepting Dedication of Right of Way Easement from Gables on Wabash, LLC
- 165-2024** Authorizing the Award of a Non-Fair and Open Contract for HVAC Equipment
- 166-2024** Authorizing Refund of Construction Permit Fees

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 157-2024**

**AUTHORIZING THE TAX COLLECTOR
TO CONDUCT AN ELECTRONIC TAX LIEN SALE**

WHEREAS, the City of Northfield conducts a standard tax sale each year; and N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rule this promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more effective tax sale process.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 158-2024**

INSERTING AN ITEM OF REVENUE IN THE 2024 BUDGET

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount, and

WHEREAS, the City of Northfield has been awarded a \$17,000 FY 2023 Predevelopment Planning Grant from the United States Department of Agriculture and wishes to amend its 2024 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2024:

Miscellaneous Revenue

Special Items of General Revenue Anticipated with Prior Written Consent of
the Director of Local Government Services:

USDA FY 2023 PPG

SECTION 2:

BE IT FURTHER RESOLVED that a like sum of \$17,000 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from 5% Caps Public and Private Program Off-Set
by Revenues:

USDA FY 2023 PPG

I, Mary Canesi, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 13th day of August 2024.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 159-2024**

**A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO EXECUTE A CONTRACT WITH AN APPROVED STATE
CONTRACT VENDOR PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Northfield, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the City of Northfield has the need to purchase a new vehicle for the Police Department; and

WHEREAS, Winner Ford has provided pricing for (1) 2023 Police Ford Utility Interceptor Vehicle for a total cost not to exceed \$56,682.60 as per State Contract #20-FLEET-01189; and

WHEREAS, the Chief Financial Officer has certified the availability of funds against Ordinance 05-2024, accounts C-04-024-200 and C-04-024-201.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Council authorizes the Purchasing Agent/Chief Financial Officer to execute the required documents to purchase (1) 2023 Ford Utility Vehicle as stated above.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 160-2024**

**A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO EXECUTE A CONTRACT WITH AN APPROVED STATE
CONTRACT VENDOR PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the City of Northfield, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the City of Northfield has the need to purchase a new vehicle for the Fire Department; and

WHEREAS, Gentilini Motors has provided pricing for (1) 2024 Tahoe and required equipment for a total cost not to exceed \$77,371.63 as per State Contract A88215; and

WHEREAS, the purchase of this new vehicle is to replace a 2000 Ford Expedition, bearing serial number 1FMRU1661YLC36434, and the City will have no further use for the 2000 vehicle; and

WHEREAS, the 2000 Ford Expedition would otherwise be included in the next publicly advertised City of Northfield auction of surplus goods; and

WHEREAS, the vendor has offered a trade-in value of \$2,200 for the 2000 Ford Expedition, Asset ID Nr 01687, VIN Ending C36434, which has been netted against the cost above; and

WHEREAS, the Chief Financial Officer believes this is an acceptable offer and the most cost-effective way to dispose of the vehicle.

WHEREAS, the Chief Financial Officer has certified the availability of funds by encumbering said funds against Ordinance 5-2024 budget account nr. C-04-55-024-201.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Council authorizes the Purchasing Agent/Chief Financial Officer to execute the required documents to purchase (1) 2024 Chevy Tahoe and to effectuate the trade-in of the 2000 Ford Expedition.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 161-2024**

INSERTING AN ITEM OF REVENUE IN THE 2024 BUDGET

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount, and

WHEREAS, the City of Northfield has been awarded a \$2,100.00 Grant from the Department of Law & Public Safety and wishes to amend its 2024 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2024:

Miscellaneous Revenue

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:

State of New Jersey

Department of Law & Public Safety

Highway Traffic Safety Division Drive Sober or Get Pulled Over Labor Day Grant

SECTION 2:

BE IT FURTHER RESOLVED that a like sum of \$2,100.00 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from 5% Caps Public and Private Program Off-Set by Revenues:

State of New Jersey

Department of Law & Public Safety

Highway Traffic Safety Division Drive Sober or Get Pulled Over Labor Day Grant

I, Mary Canesi, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 13th day of August 2024.

Erland Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 162-2024**

REFUND OF OVERPAYMENT OF MERCANTILE LICENSE FEE

WHEREAS, on July 29, 2024, Shannon Campbell, Deputy Municipal Clerk, received a delivery via United States Postal Service to the office of the Municipal Clerk which contained the annual mercantile license renewal fee for Sage Jewelers; and

WHEREAS, the annual mercantile license fee payable to the City in the amount of \$125.00 was indicated on the renewal notice, however the check provided by Sage Jewelers was made out for \$135.00; and

WHEREAS, Mr. John Saggese, owner of Sage Jewelers, advised Deputy Municipal Clerk Shannon Campbell that he was not able to provide a new check for the correct amount, and requested that the City accept the overpayment and process a refund in the amount of \$10.00; and

WHEREAS, the mercantile license for Sage Jewelers was renewed as requested by Mr. Saggese, and the check in the amount of \$135.00 was deposited in the City's accounts on July 30, 2024.

WHEREAS, there is a \$10.00 refund due to Sage Jewelers.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Governing Body of the City of Northfield authorizes the refund of the \$10.00 overpayment Sage Jewelers, Attn: John Saggese, 1112 Tilton Road, Northfield, New Jersey, 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 Council of Northfield, held this 13th day of day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 163-2024**

**A RESOLUTION AMENDING THE APPOINTMENT OF CONFLICT
LABOR COUNSEL IN ACCORDANCE WITH N.J.S.A. 40A:11-5 (1) AS A
PROFESSIONAL SERVICE**

WHEREAS, on January 2, 2024, the City of Northfield did appoint Vanessa E. James of Barker, Gelfand, James & Sarvas, PC as conflict labor counsel by Resolution 33-2024 with a not to exceed amount of \$10,000; and

WHEREAS, the City of Northfield has the need to increase the not to exceed amount to \$27,000; and

WHEREAS, as per N.J.A.C 5:30-5.4 the Chief Financial Officer has certified the availability of funds by encumbering said funds against budget account 4-01-20-155-200.

NOW, THEREFORE, BE IT RESOLVED, that the City of Northfield Council authorizes the increase in the not to exceed amount for the conflict labor counsel to \$27,000.

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 Council of Northfield, held this 13th day of August, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 164-2024**

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF
NORTHFIELD, COUNTY OF ATLANTIC, NEW JERSEY, ACCEPTING
DEDICATION OF RIGHT OF WAY EASEMENT FROM GABLES ON
WABASH LLC**

WHEREAS, Gables on Wabash, LLC (hereinafter “Grantor”) is the owner of real property located at Mill Road and Wabash Avenue and being Block 92, Lots 28, 29, 33 and 34 on the tax map of the City of Northfield, which property was the subject of a site plan approval issued by the Northfield Planning Board to Grantor by Resolution dated February 3, 2022; and

WHEREAS, it is in the interest of the general public and the welfare of the City of Northfield that the lands hereinafter described shall be burdened with an easement or right-of-way along Wabash Avenue for the purpose of constructing, improving, operating and maintaining a public road upon and across such land; and

WHEREAS, the City of Northfield is desirous of accepting the Right of Way Easement attached as Exhibit "1".

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield in the County of Atlantic, New Jersey, duly assembled in public session, that the dedication of the Right of Way Easement attached hereto as Exhibit "1" is hereby accepted on behalf of the City of Northfield.

I, MARY CANESI, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular meeting of the City Council of Northfield, held this 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

RIGHT OF WAY EASEMENT

THIS INDENTURE made this _____ day of August, 2024, between **GABLES ON WABASH LLC**, a New Jersey Limited Liability Company hereinafter known as the Grantor, with offices located at 680 Hooper Avenue, Building B, Suite 204, municipality of Toms River and State of New Jersey, 08753, and the **CITY OF NORTHFIELD**, a municipal corporation of the State of New Jersey, with principal offices in c/o City Clerk, 1600 Shore Rd, Northfield, New Jersey 08225, hereinafter known as the Grantee.

WITNESSETH, WHEREAS, the Grantor is the owner of real property located at Mill Road and Wabash Avenue and being Block 92, Lots 28, 29, 33 and 34 on the tax map of the City of Northfield, which property was the subject of a site plan approval issued by the Northfield Planning Board to Grantor by Resolution dated February 3, 2022; and

WHEREAS, it is in the interest of the general public and the welfare of the City of Northfield that the lands hereinafter described shall be burdened with an easement or right-of-way along Wabash Avenue, also identified as County Route #662, for the purpose of constructing, improving, operating and maintaining a public road upon and across such land; and

WHEREAS, this Right of Way Easement shall be binding upon the Grantor and upon the Grantor's successors and/or assigns in title to the property identified as Block 92, Lots 28, 29, 33 and 34 on the tax map of the City of Northfield.

NOW, THEREFORE, in consideration of the benefits accruing to the Grantor and to the public and One Dollar (\$1.00), the Grantor does hereby dedicate to public use the following land more specifically described on the Metes and Bounds Description prepared by William P. McManus, PLS, as contained on **Exhibit "A"** attached hereto (1 Page) and as shown graphically on that certain Parcel Map prepared by Willaim P. McManus, PLS dated July 18, 2024, a copy of which is annexed hereto as **Exhibit "B"** (1 Page).

IN WITNESS WHEREOF the Grantor has hereunto set hand and seal, or the Grantor has caused its corporate seal to be hereto affixed and attested by its proper corporate officer this _____ day of August, 2024.

DUFFY • DOLCY • McMANUS & ROESCH

634 LOST PINE WAY, GALLOWAY, NJ 08205 * 609-652-0105 * FAX# 609-652-2032

**METES AND BOUNDS DESCRIPTION
FOR ADDITIONAL RIGHT OF WAY
TO THE CITY OF NORTHFIELD
BLOCK 92, PART OF LOTS 28, 29, 33 & 34
CITY OF NORTHFIELD
ATLANTIC COUNTY, NEW JERSEY
PROJECT # 10636**

All that certain tract or parcel of land located in the City of Northfield, County of Atlantic, and State of New Jersey, bounded and described as follows:

TRACT 1:

BEGINNING on the northwesterly line of Wabash Avenue (40 feet wide), 161.38 feet from the northerly line of Mill Road, at the division line of Lot 27 and Lot 28 in Block 92 as shown on the official tax map of the City of Northfield; and extending thence

- 1) North 56 degrees 31 minutes 30 seconds West along said division line 5.01 feet to a point on a line that is parallel to and 25 feet westerly of the centerline of Wabash Ave.; thence
- 2) North 40 degrees 37 minutes 41 seconds East along said line 538.17 feet to the division line of Lot 29 and Lot 32; thence
- 3) South 25 degrees 21 minutes 12 seconds West along said division line 18.98 feet to the existing northwesterly line of Wabash Avenue; thence
- 4) South 40 degrees 37 minutes 41 seconds West along said line 519.50 feet to the point and place of **BEGINNING**.

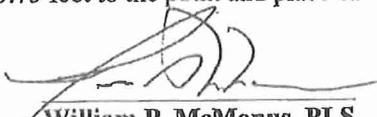
Containing 2644 SF.

TRACT 2:

BEGINNING on the northwesterly line of Wabash Avenue (40.0 feet wide), 767.81 feet from the northerly line of Mill Road, at the division line of Lot 32 and Lot 33 in Block 92 as shown on the official tax map of the City of Northfield; and extending thence

- 5) North 66 degrees 08 minutes 48 seconds West along said division line 5.22 feet to a point on a line that is parallel to and 25 feet westerly of the centerline of Wabash Ave same; thence
- 6) North 40 degrees 37 minutes 41 seconds East along said line 170.23 feet to the division line of Lot 34 and Lot 35; thence
- 7) South 85 degrees 54 minutes 32 seconds East along said division line 7.15 feet to the existing northwesterly line of Wabash Avenue; thence
- 8) South 40 degrees 37 minutes 41 seconds West along said division line 173.75 feet to the point and place of **BEGINNING**.

Containing 867 SF.


William P. McManus, PLS
Professional Land Surveyor
N.J. License No. 31660

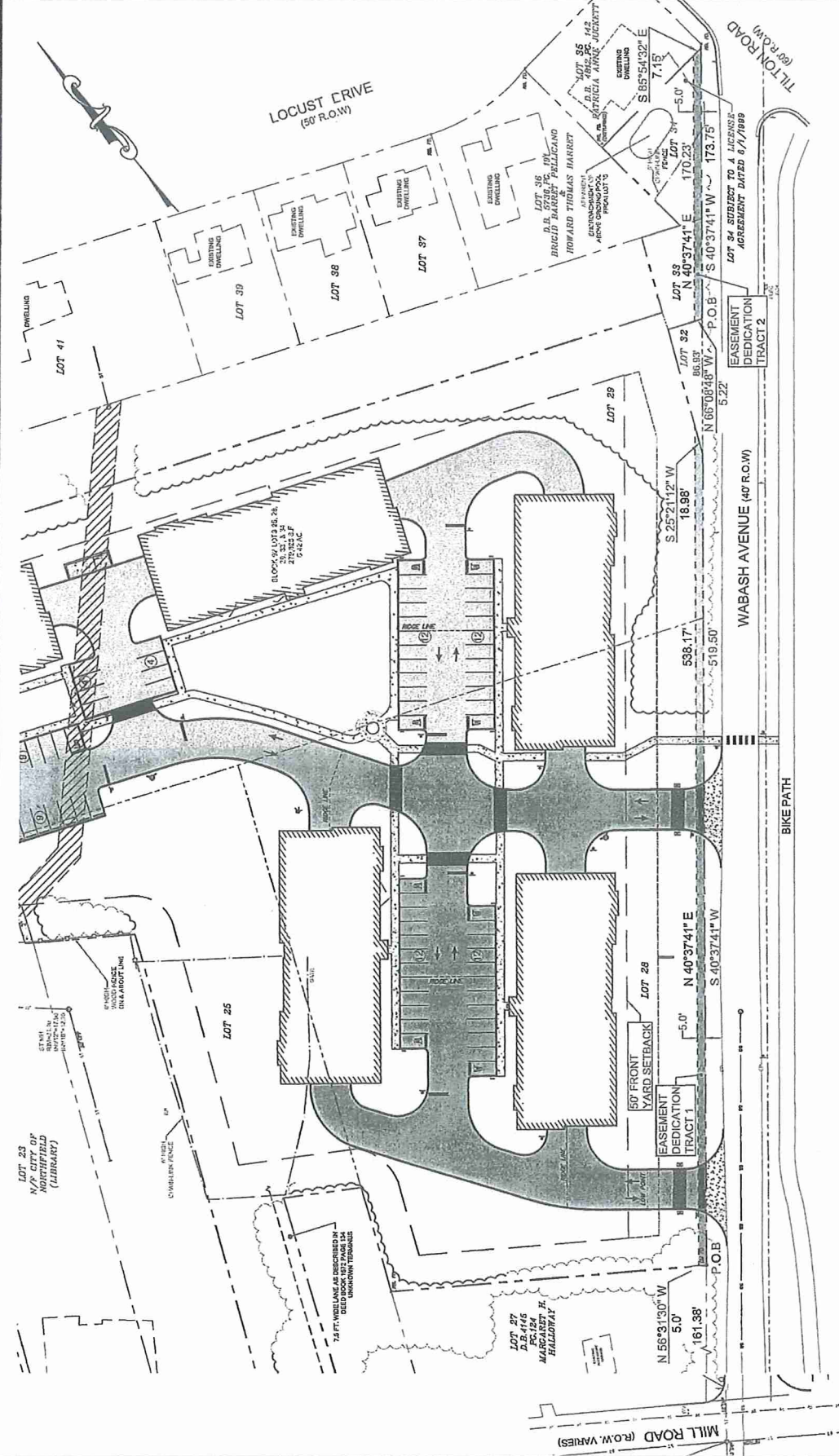


**EASEMENT DEDICATION
GABLES ON WABASH**
CITY OF NORTHFIELD, ATLANTIC COUNTY, NEW JERSEY
BLOCK 92 LOTS 25, 28, 29, 33, & 34



DUFFY-DOLY-McMANUS & ROESCH
Project: (609) 632-0165 Fax: (609) 632-3182
634 Lee The Way, Gallop, N.J. 08335

DATE	7/18/24
SCALE	1" = 60'
PROJECT No.	25
DRAWN BY	JD
CHECKED BY	JD
PROJECT No.	25
DIST	009



GRAPHIC SCALE 1 inch = 60 ft.
Refer to graphic scale first, as drawing may be reduced in size during reproduction.



**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 165-2024**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND
OPEN CONTRACT FOR HVAC EQUIPMENT**

WHEREAS, the City of Northfield has a need to purchase and install HVAC Equipment as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/QPA has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, Clay's Climate Control has submitted a proposal to provide and install 2 Mitsubishi Mini Split Systems in the EMS and OEM offices for a total cost of \$18,399 which is the lowest, responsive proposal, and

WHEREAS Clay's Climate Control has completed and submitted a Business Entity Disclosure Certification which certifies that Clay's Climate Control has not made any reportable contributions to a political or candidate committee in the City of Northfield, County of Atlantic in the previous one year, and that the contract will prohibit Clay's Climate from making any reportable contributions through the term of the contract, and

WHEREAS, as required by N.J.A.C. 5:30-5.4 the Chief Financial Officer has certified that funds are available in Ordinance #11-2023 authorization account C-05-55-023-402.

NOW THEREFORE, BE IT RESOLVED that the Common Council of the City of Northfield authorizes the Chief Financial Officer to enter into the agreement Clay's Climate Control as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 166-2024**

AUTHORIZING REFUND OF CONSTRUCTION PERMIT FEES

WHEREAS, the Northfield Building Department did collect fees from and issue permit number 20240137 to Big Wave Roofing & Solar for a rooftop solar array; and

WHEREAS, the property owner has opted not to pursue the project and Big Wave Roofing & Solar has requested refunds of applicable fees collected by the City for the job that has been canceled; and

WHEREAS, the Building Department did collect fees in the amount of \$685.00 for the job that has been canceled; and

WHEREAS, the \$685.00 in fees collected shall be reduced by the nonrefundable \$55.00 Department of Community Affairs fee, and a review fee of \$126.00, for a total refund due of \$504.00.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Northfield authorizes the refund of \$504.00, to Big Wave Roofing & Solar, 47 Poplar Ave, West Long Branch, NJ 07764.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

10/4/2024



City of Northfield

Construction Office

1600 Shore Road

Northfield, NJ 08225

construction@cityofnorthfield.org

Derek Leary
Construction Official

(609) 641-2832 ext. 141
Fax: (609)641-7042

August 6, 2024

Dawn Stollenwerk, CFO

RE: Refund of Voided Permit

Big Wave Roofing & Solar has cancelled the following permit #20240137, located at 2523 Helen Dr W.

They are requesting a refund of fees paid. We can refund fees, minus 20% plan review and DCA Fees collected.

Fees collected: \$685.00 - \$55.00(DCA) - \$126.00(20%) = **\$504.00 refund**

Refund to: Big Wave Roofing & Solar
47 Poplar Ave
West Long Branch, NJ 07764

Respectfully,

Jessica Caramma
Technical Assistant

CC: M. Canesi

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 167-2024**

**RESOLUTION AUTHORIZING CANCELLATION OF TAXES
PURSUANT TO N.J.S.A. 54:4-3.30 PROPERTY KNOWN AS BLOCK 170
LOT 16 (222 E SURREY AVENUE)**

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 170 Lot 16 (222 E Surrey Avenue) for 2024 which should be cancelled pursuant to N.J.S.A. 54:4-3.30(a); and

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

WHEREAS, Daniel J. Roy acquired title to Block 170 Lot 16 (222 E Surrey Avenue) on February 21, 2024; and

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

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

The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 170 Lot 16 (222 E Surrey Avenue) as follows due to the fact that said property is exempt:

\$5,220.14 for the year of 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 13th day of August, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 168-2024**

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

WHEREAS, pursuant to Resolution No. 83-2024, the Common Council of the City of Northfield authorized the City engineer to proceed with engineering services for the project known as Various Sanitary Sewer Main and Manhole Rehabilitations; and

WHEREAS, bid specifications for the Project were prepared by City Engineer, DeBlasio and Associates 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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

168-2024

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

July 18, 2024

VIA EMAIL & FED EX

Mary Canesi, Clerk
City of Northfield
1600 Shore Road
Northfield, NJ 08225

**RE: City of Northfield, Atlantic County
Various Sanitary Sewer Main and Manhole Rehabilitations
D&A File #: NC-C-004**

Dear Ms. Canesi:

Enclosed please find one (1) copy of the plans and specifications for the above referenced project for review and approval.

If approved by Council, we propose the following bid schedule for review and approval:

Council Approval of Bid Plans and Specifications	August 13, 2024 Council Meeting
Advertise for Bid (Press of Atlantic City)	August 17, 2024
Bid Opening	August 28, 2024 @ 10:00 AM
Possible Bid Award	September 3, 2024

Should you have any questions or require any additional information, please do not hesitate to contact me at our office.

Very truly yours,
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.
President

T: 609-854-3311

Marc@deblasioassoc.com

cc: Mayor and Council (via email)
Qwin Vitale, Public Works Superintendent, (via email)
Dawn Stollenwerk, CFO (via email)
Nancy Mauro, P.E. (via email)

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 169-2024**

**TO REJECT ALL BIDS AND AUTHORIZE RE-ADVERTISEMENT OF
REQUEST FOR BIDS FOR PROJECT KNOWN AS “RECREATION
IMPROVEMENTS AT BIRCH GROVE PARK”, FY 2023 LOCAL
RECREATION IMPROVEMENT GRANT (LRIG)**

WHEREAS, as authorized by Resolution of the Common Council No. 124-2024, the City of Northfield did properly advertise a request for bids for the project known as “Recreation Improvements at Birch Grove Park”, FY 2023 Local Recreation Improvement Grant (LRIG); and

WHEREAS, bid specifications for the Project were prepared by Rami Nassar, of Schaffer, Nassar, Scheidegg, Consulting Engineers, and have been reviewed by the Mayor and Council; and

WHEREAS, on July 19, 2024, the Deputy Municipal Clerk did receive and open sealed bids as follows:

Bidder	Bid Amount
Rambone Concrete, LLC	\$161,903.00
Think Pavers Hardscaping	\$162,254.00
Command Co. Inc.	\$227,777.20
R. Maxwell Construction	\$230,000.00
Vulcan Construction	\$308,257.00

WHEREAS, the lowest bid received substantially exceeds the cost estimate for the project, as well as the amount of funds appropriated for the project; and

WHEREAS, pursuant to N.J.S.A. 40A:11-13.2 (a) and/or (b) which provide that a (a) contracting unit may reject all bids if the lowest bid substantially exceeds the cost estimates for the goods or services, and (b) the lowest bid substantially exceeds the contracting unit’s appropriations for the goods or services, the City of Northfield desires to reject all the bids; and

WHEREAS, it is the recommendation of the City Engineer and Birch Grove Park City Council Chair that all bids be rejected, the scope of the project be amended to reduce the amount of decorative lighting, and that the project be re-advertised.

THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that all bids received on July 19, 2024, for the for the project known as “Recreation Improvements at Birch Grove Park”, FY 2023 Local Recreation Improvement Grant (LRIG) be and hereby are rejected.

BE IT FURTHER RESOLVED that the project scope shall be amended as stated herein and it shall be re-advertised for bids in accordance with N.J.S.A. 40A:11-23.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk



Schaeffer Nassar Scheidegg Consulting Engineers, LLC

David S. Scheidegg, PE, PP, CME, CPWM, CFM
Andrew F. Schaeffer, PE, PP
Rami N. Nassar, PE, PP, CME
Howard A. Transue, PLS

Engineers Surveyors Planners Environmental Specialists Municipal Consultants

August 7, 2024

169-2024

Mayor Chau and City Council Members
City of Northfield
1600 Shore Road
Northfield, NJ 08225

**RE: Birch Grove Park Local Recreation area Grant.
City of Northfield
Our File NF13-51**

Dear Mayor and City Council Members:

Contractor's bids were received for the **2023 Birch Grove Park Local Recreation area Grant** at the Municipal Building on July 19, 2024. We have tabulated the submitted information and have prepared the attached *Summary of Bids*, for your review.

The apparent low bidder of this project is Rambone Concrete, LLC with a bid of \$161,903.00,

The low bid is higher than the project budget and the engineer's cost estimate. Also, when I reviewed the line items costs for each bid there were major differences, therefore, from an engineering and budget standpoint, we recommend that the city reject the bids and eliminate two decorative lights and re-bid the project.

Should you have any questions or concerns, please do not hesitate to contact this office.

Respectfully submitted,
Schaeffer Nassar Scheidegg
Consulting Engineers, LLC



Rami Nassar, PE, PP, CME

cc: Mary Canesi, Northfield City Clerk
Kathi Smith, Finance Assistant

Enclosures

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 170-2024**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Ms Leanne Gray, on behalf of Lady Warriors 14U Softball, has properly submitted an Application for Use of Facilities requesting use of the Softball Field for youth travel softball as follows:

August 20, 2024 – October 31, 2024
(Tuesdays and Thursdays only)
From 7pm – 9pm

WHEREAS, said approval does require the use of field lights; and

WHEREAS, pursuant to Resolution No. 41-2024, 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 1st through July 31st and August 1st through November 1st from 7am until 11:59pm; and

WHEREAS, Mr. Jason Yard, on behalf of Northfield Little League, has advised that that August 20 – October 31 (Tuesdays and Thursdays only) from 7pm – 9pm, 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. 41-2024 is hereby amended to exclude August 20 – October 3 (Tuesdays and Thursdays only) from 7pm – 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 Ms Leanne Gray; 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 and softball 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, RMC, 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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 170-2024



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

Name and Address of Organization: Lady Warriors
515 W Pistalozzi Ave, Egg Harbor City, NJ 08215

Tell Us Who You Are / Description and Purpose of Organization: Leanne Gray - Travel softball coach

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? \$ 300 per: Person Day Season (other)

Name of Applicant / Responsible Party: Leanne Gray Title/Affiliation coach

Home Address: 105 Garfield Ave, Linwood, NJ 08221

Telephone: (H) _____ (C) _____

Name and Location of Facility(ies) Being Requested: Softball field - Birch Grove Park
1675 Burton Ave, Northfield, NJ 08225

For the Following Purpose: practice

on the Following Date(s): Every Tuesday & Thursday 8/20/24 - 10/31/24

Specify Hours of Use: From: 7pm To: 9pm Are Field Lights Requested*? Yes

*If Yes, Provide Dates / Times for Requested Light Use: All depending on sunset

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

of Participants per Date: 14 # of Participants who are Northfield Residents: 4

Will Juveniles be Present? Yes No If Yes, What Ages? 12-14 yrs

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: Leanne Gray DATE: 7/16/24
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. 171-2024**

AUTHORIZING THE SALE OF CITY PROPERTY

WHEREAS, as per N.J.S.A 40A:12-13 (b) (1) A municipality may sell any real property not needed for public use by private sale when such item is sold to any political subdivision, agency, department, commission, board or body corporate and politic of the State of New Jersey; and

WHEREAS, the Township of Galloway is a political subdivision of the State of New Jersey and has offered \$6,500.00 to purchase 2010 Harley Davidson Road King, VIN: 1HD1FHM19AB623822; and

WHEREAS, the 2010 Harley Davidson Road King is no longer needed for use by the City of Northfield and the Common Council is desirous to sell the 2010 Harley Davidson Road King to the Township of Galloway.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Northfield that the offer of \$6,500.00 by the Township of Galloway for the 2010 Harley Davidson Road King, VIN: 1HD1FHM19AB623822 is hereby accepted and the Municipal Clerk and Chief of Police are authorized to effectuate the sale and transfer of title.

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 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 172-2024**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, Mrs. Deidre Kreuz, on behalf of the Northfield Business Association, has properly submitted an Application for Use of Facilities requesting use of the City of Northfield bicycle and pedestrian path for a pet parade as follows:

Saturday, October 19, 2024
From 2:30pm – 4:30pm
Between Merritt Drive and Oakcrest Avenues

BE IT FURTHER RESOLVED that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mrs. Deidre Kreuz.

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, 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, RMC, 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 13th day of August 2024.

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: Northfield Business Association
P.O. Box 881 Northfield NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: The Northfield Business Association (NBA) is a member-based organization comprised of committed and like-minded business owners promoting the growth and success of our business community.
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? \$ 25 per: Participant (other) Person Day Season

Name of Applicant / Responsible Party: Didre Kreuz Title/Affiliation: Treasurer
Home Address: [Redacted] Northfield NJ 08225

Telephone: (H) _____ (C) [Redacted] (W) _____

Name and Location of Facility(ies) Being Requested: a bi path between Merrill & Oakcrest

For the Following Purpose: Pet Parade
on the Following Date(s): Oct 19th (Tues.) Raindate Oct 20th

Specify Hours of Use: From: 2:30 To: 4:30 Are Field Lights Requested*? Yes 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: Unknown # of Participants who are Northfield Residents: Unknown

Will Juveniles be Present? Yes No If Yes, What Ages? all ages welcome

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: 6/27/24
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. 173-2024**

**AUTHORIZING AMENDMENT TO ORDINANCE NO. 7-2024
INTRODUCED JULY 16, 2024**

WHEREAS, on July 16, 2024, the Council for the City of Northfield introduced Ordinance No. 7-2024; and

WHEREAS, public hearing for Ordinance No. 7-2024 has been held as advertised on August 13, 2024; and

WHEREAS, the Council for the City of Northfield deems it to be in the best interests of the residents of the City of Northfield to amend Ordinance No. 7-2024 prior to final consideration for adoption to exclude certain references to the Northfield Bike Path as set forth in Exhibit "A" attached hereto; and

WHEREAS, the changes to Ordinance No. 7-2024, as introduced, and as authorized by this amending Resolution are set forth in Exhibit "A"; and

BE IT RESOLVED, the City of Northfield hereby approves the amendment to Ordinance No. 7-2024 as set forth in Exhibit "A" and each and every of its terms and conditions.

BE IT FURTHER RESOLVED, that Ordinance No. 7-2024, as herein amended shall be advertised and a public hearing shall be held on Ordinance No. 7-2024, as amended at a Regular Meeting of the Common Council of the City of Northfield on September 3, 2024.

I, Mary Canesi, RMC, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 13th day of August 2024.

Mary Canesi, RMC, Municipal Clerk

Resolution No. 173-2024, Exhibit "A"

**CITY OF NORTHFIELD, NJ
ORDINANCE NO. 7-2024**

**AMENDING CHAPTER 250 OF THE CITY OF NORTHFIELD CODE,
ARTICLE II BIRCH GROVE PARK, VETERANS PARK AND FIRST
STREET PLAYGROUND REGULATIONS**

BE IT RESOLVED, by the Common Council of the City of Northfield, County of Atlantic, and State of New Jersey that Chapter 250, Article II, of the Code of the City of Northfield is hereby amended as follows (added text underlined; deleted text ~~stricken~~):

Article II Birch Grove Park, Veterans Park, ~~and~~ First Street Playground, and Northfield Bike Path Regulations

§ 250-2 Prohibited activities.

- A. No alcoholic beverages shall be permitted within the confines of Birch Grove Park, Veterans Park, ~~and~~ the First Street Playground or the Northfield Bike Path within the City of Northfield. This includes all structures and all lands within the metes and bounds description of the parcels of property constituting Birch Grove Park, Veterans Park, ~~and~~ the First Street Playground and the Northfield Bike Path.
- B. NO CHANGE
- C. No person(s) shall be permitted to deposit, leave or abandon any domesticated or nondomesticated animal or other living creature within the confines of Birch Grove Park, Veterans Park, ~~and~~ the First Street Playground, or the Northfield Bike Path in the City of Northfield. This restriction and prohibition is intended to be all inclusive.
- D. NO CHANGE
- E. NO CHANGE
- F. NO CHANGE

§ 250-3 Reserved use of athletic fields, ~~or~~ park facilities, ~~or the Northfield Bike Path or any portions thereof~~

- A. Definitions. NO CHANGE. ~~As used in this article, the following terms shall have the meanings indicated:~~

~~ATHLETIC FIELD AREA – NO CHANGE~~

~~BANDSTAND/GAZEBO – NO CHANGE~~

NORTHFIELD BIKE PATH

~~The municipal park pedestrian/bicycle recreation area also known as "Northfield Bike Path" located in the City of Northfield.~~

~~RESERVED USE – NO CHANGE~~

E.B. Application Required

- (1) Requests by outside organizations* for reserved use of any Northfield Municipal Facilities, or any use of athletic fields ~~or the Northfield Bike Path~~ must be coordinated through the City Clerk's Office, and must be submitted in writing, on the forms provided by the City of Northfield. It is a two-part process, consisting of a use of facilities application, and if approved, a use of facilities agreement. If use is approved, the requesting organization must abide by the insurance requirements as set forth in Section 250-3 C., below and in the use of facilities agreement.
- (2) ~~NO CHANGE. All requests for use of athletic fields or the Northfield Bike Path by outside organizations* require City Council approval and will be considered by the City Council at a regularly scheduled meeting of the governing body. Meeting schedules can be found on the municipal website.~~
- (3) NO CHANGE.

*NOTE: Refers to groups other than the City of Northfield Cultural Committee.

C. Insurance Requirements

(1) All outside organization users approved for reserved use of the City's athletic fields or, the disc golf course in Birch Grove Park, or the Northfield Bike Path must abide by insurance requirements as set forth herein and in the use of facilities agreement.

(2) All outside organization users approved for reserved use of any other municipal facility(ies) consisting of 30 or more participants must abide by the insurance requirements as set forth herein and in the use of facilities agreement.

C.D. Use of athletic field lights – No Change.

§ 250-4 Compliance with rules by groups seeking permits – No Change

§ 250-5 Permit required for groups in Birch Grove Park NO CHANGE. ~~or the Northfield Bike Path~~

~~No group shall be permitted to utilize Birch Grove Park in the City of Northfield unless a permit shall have been obtained from the Clerk of the City of Northfield or the Clerk's designee. No permit shall be issued unless application is made not less than five business days prior to the contemplated use of the premises. If use is for any athletic field area, the Northfield Bike Path, or the Bandstand/Gazebo, said use is subject to the application procedures as defined in § 250-3.~~

B. ~~As used in this article, the following terms shall have the meanings indicated:~~

~~GROUP or ORGANIZATION~~

~~A collective number of persons, being 10 or more in number, whether related or unrelated, and participating in an organized activity or outing involving the use of the subject premises or any portion thereof.~~

§ 250-6 Operating hours – No Change

§ 250-7 Feeding of geese and waterfowl in Birch Grove Park – No Change

§ 250-8 Violations and penalties – No Change

BE IT FURTHER RESOLVED:

- 1) This ordinance shall take effect upon final passage and publication in the manner prescribed by law.
- 2) Repealer. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.
- 3) Severability. If any Section or part of this Ordinance is deemed to be invalid or illegal in any Court of competent jurisdiction then said part is severable from the Ordinance as a whole and the remaining sections or parts of this Ordinance shall remain in full force and effect.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

The above Ordinance was introduced and passed on its first reading at a regular meeting of the Common Council of the City of Northfield, New Jersey held on July 16,, 2024, and will be taken up for a second reading, public hearing and final passage at a meeting of said Council held August 13, 2024, in Council Chambers, City Hall, Northfield, New Jersey.

FIRST READING:	July 16, 2024
PUBLICATION:	July 20, 2024
PUBLIC HEARING:	August 13, 2024
AMENDMENT:	August 13,2024
PUBLICATION	August 17, 2024
PUBLIC HEARING ON AMENDMENT:	September 3, 2024
FINAL CONSIDERATION:	September 3,2024
FINAL PUBLICATION:	September 7, 2024

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: August 13, 2024

Grant Applications

1. **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.
2. **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.
3. **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.

4. New Jersey Department of Transportation Municipal Aid
 - The NJDOT has announced that the State is accepting grant applications for roadway, bikeway and pedestrian improvements.
 - The City has selected the reconstruction of Juniper Drive from Cedarbridge Road to Mill Road as its project for FY2025 Municipal Aid.
 - The application was submitted to the System for Administering Grants Electronically (SAGE) on June 25, 2024.

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 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.
2. Stormwater Management Plan
 - The Stormwater Plan was submitted to the City on July 25th and project has been completed.
 - Upon the City's review of the Stormwater Plan, it was found the City's land ordinances have not been updated since 2007 regarding stormwater related matters. The City will conduct a comparison of land use ordinances against the stormwater ordinances adopted at the July 16, 2024 meeting and make revisions as needed.
3. 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.
4. Emergency Stormwater Repair Cedar Bridge Road
 - Site inspection of the work was performed by the City. The work was completed on July 12, 2024. The City questioned during the July 16, 2024 meeting if the contractor had to restore and pave the road half-width per the street opening permit protocol. On July 22, 2024, DeBlasio issued an email to the City stating the emergency repair restoration does not fall under the terms of the street opening permit, but rather the contract between the City and Mathis. DeBlasio reviewed the contract, and there were no line items for paving restoration.