

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 30, 2016**

MEETING CALLED TO ORDER by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231

FLAG SALUTE

ROLL CALL: Dewees, Lischin, Murray, O'Neill, Perri, Piergiovanni, Travagline

APPROVAL OF MINUTES – July 26, 2016

7PM – APPLICATION FOR VACATION OF A PORTION OF HELEN DRIVE

COMMITTEE REPORTS

Councilman Perri - Sewer Inter Local, Planning Board, Senior Citizens

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

Councilman Piergiovanni – Insurance and Safety, Chamber of Commerce, Municipal Alliance, Northfield School

Councilman Dewees - Buildings/Grounds, Athletic Fields, Bike Path, Veterans' Park, 1st Street Playground, Birch Grove, Public Works, Roads, Engineering, Little League/Babe Ruth, Sign Sub Committee

Councilman Murray - Finance/Collections, Mainland Regional, Economic Development, Traffic Safety

Councilman Lischin – Fire Department/EMS, Inspections, Code Enforcement, Housing/Zoning, Technology/MRHS Channel 2, Cultural Committee, Green Team, Sign Sub Committee

Council President Travagline – Sign Sub Committee

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
AUGUST 30, 2016**

RESOLUTIONS

- 153-2016** Resolution Inserting an Item of Revenue in the 2016 Budget
154-2016 Authorizing Refund of Overpayment of Taxes
155-2016 Refund of Raffle License Fee to Congregation Beth Israel
156-2016 End of Seasonal Employment for Birch Grove Park Employee
157-2016 To Approve an Application for Use of Facilities –South Jersey Sand Sharks
158-2016 To Approve an Application for Use of Facilities – MRHS Baseball
159-2016 A Resolution Designating Custodian of Records in Accordance with the Open Public Records Act
160-2016 A Resolution to Authorize the Relocation of a New Jersey Transit Bus Stop within the City of Northfield
161-2016 A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12 Regarding Litigation and Matters Falling within the Attorney Client Privilege Requiring Confidentiality

ORDINANCE

- 10-2016** An Ordinance Of The Council Of The City Of Northfield, County Of Atlantic, State Of New Jersey, Providing For The Vacation Of A Portion Of Helen Drive In The City Of Northfield
Introduction / No Public Input / Published in the Press of AC 08/30/16
2nd Reading / Public Hearing / Final Consideration 9/13/16
- 11-2016** Amending Chapter 61 Of The City Of Northfield Municipal Code, Regarding The Police Department's Promotional Procedures
Introduction / No Public Input / Published in the Press of AC 08/30/16
2nd Reading / Public Hearing / Final Consideration 9/13/16

PAYMENT OF BILLS \$

MEETING NOTICES

City Council	September 13 th	6pm Work Session
		Regular Meeting Immediately Following

ADJOURNMENT

**CITY OF NORTHFIELD
RESOLUTION NO. 153-2016**

RESOLUTION INSERTING AN ITEM OF REVENUE IN THE 2016 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,

WHEREAS, the City of Northfield has been awarded a \$3,399.06 Grant from the State of New Jersey, Department of Law & Public Safety, Division of Highway Traffic Safety, DDEF Grant and wishes to amend its 2016 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 2016:

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, Division of Highway Traffic Safety
DDEF Grant

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$3,399.06 is hereby appropriated under the caption of:

General Appropriations

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

State of New Jersey

Department of Law & Public Safety, Division of Highway Traffic Safety
DDEF Grant

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August, 2016.

Erland V.L. Chau, Mayor

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 154 -2016**

AUTHORIZING REFUND OF OVERPAYMENT OF TAXES

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

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Corelogic Real Estate Tax Service P.O. Box 961250 Fort Worth, Tx 76161-9887	116	9.13	215 MOUNT VERNON AVENUE	\$456.00
Total Amount Of Refund:				\$456.00
CLARK, ALBERT 318 POPLAR AVENUE LINWOOD, NJ 08221	160	18	134 E ROSEDALE AVENUE	\$1,362.02
Total Amount Of Refund:				\$1,362.02
CENTRAL UNITED METHODIST CHURCH 5 W. MARVIN AVENUE LINWOOD, NJ 08221	95	2	1717 ZION RD	\$766.05
Total Amount Of Refund:				\$766.05
DICKEY, JESSICA L. 118 BRYAN ROAD MARMORA, NJ 08223	9.02	30.01	2414 ZION ROAD	\$1,440.79
Total Amount Of Refund:				\$1,440.79
WELLS FARGO MORTGAGE 1 Home Campus MAC X 2302-040 Des Moines, IA 50328-0001	10	10	2300 ZION ROAD	\$194.25
Total Amount Of Refund:				\$194.25
REESE, TERRI L 400 DOLPHIN AVENUE NORTHFIELD, NJ 08225	130	11	400 DOLPHIN AVENUE	\$228.54
Total Amount Of Refund:				\$228.54
MORI, LLC 411 NEW ROAD NORTHFIELD, NJ 08225	130	19	400 NEW ROAD	\$298.02
Total Amount Of Refund:				\$298.02

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
MCSORLEY, PAUL & KATHY NGAN 614 DOLPHIN AVENUE NORTHFIELD, NJ 08225	66	12.03	614 DOLPHIN AVENUE	\$1,969.38
Total Amount Of Refund:				\$1,969.38
THREE NINETEEN NEW ROAD LLC 411 NEW ROAD NORTHFIELD, NJ 08225	68	14	319 NEW ROAD	\$648.20
Total Amount Of Refund:				\$648.20
GUNNISON, STANLEY H. & THERESE A. 921 SHORE ROAD NORTHFIELD, NJ 08225	53	15	600 BURTON AVENUE	\$365.71
Total Amount Of Refund:				\$365.71
CLARK FADER PROPERTIES, INC 2311 NEW ROAD NORTHFIELD, NJ 08225	27	23	2311 NEW RD	\$364.35
Total Amount Of Refund:				\$364.35
DAVIS, JODY SCHARF 2 SEAGARDEN DRIVE LINWOOD, NJ 08221	38	1	503 MILL ROAD	\$476.43
Total Amount Of Refund:				\$476.43
JINC ASSOCIATES,LLC 12 WEXFORD LANE LINWOOD, NJ 08221	51	15	NEW ROAD	\$286.24
Total Amount Of Refund:				\$286.24

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

Michele L. Kirtsos, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 155-2016**

**REFUND OF RAFFLE LICENSE FEE
TO CONGREGATION BETH ISRAEL**

WHEREAS, on July 11, 2016, Shannon Campbell, Deputy Municipal Clerk, did approve the issuance of raffle license RA7-2016 to Congregation Beth Israel; and

WHEREAS, the \$20.00 municipal license fee was paid by Congregation Beth Israel and deposited in the City's accounts on June 16, 2016; and

WHEREAS, the raffle did not exceed the \$400.00 minimum threshold required for the payment of a fee; and

WHEREAS, Congregation Beth Israel has requested a refund of the \$20.00 fee.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Governing Body of the City of Northfield authorizes the refund of the \$20.00 raffle license application fee to Congregation Beth Israel Operating Account, 2501 Shore Road, Northfield, NJ 08225

I, Mary Canesi, Municipal Clerk of the City of Northfield do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 156-2016**

**END OF SEASONAL EMPLOYMENT
FOR BIRCH GROVE PARK EMPLOYEE**

WHEREAS, City Council approved the appointment of Stephen McKeone for the position of Seasonal Maintenance Employee at Birch Grove Park beginning February 1, 2016 as per Resolution No. 86-2016; and

WHEREAS, Mr. McKeone's seasonal assignment ended effective July 29, 2016.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby memorialize the end of the seasonal employment assignment of Stephen McKeone as of Birch Grove Park Seasonal Maintenance Employee effective July 29, 2016.

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 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 157-2016**

TO APPROVE AN APPLICATION FOR USE OF FACILITIES

WHEREAS, the South Jersey Sand Sharks 10U Baseball team has properly submitted an Application for Use of Facilities requesting use of the Major League Field on Sundays from 9am to 4pm and Mondays from 5:30pm to 7:30pm, September 5th through November 20th, 2016 and Saturdays and Sundays in April, May and June of 2017; and

WHEREAS, the President of Northfield Little League has each advised that the field is available on the requested dates.

WHEREAS, South Jersey Sand Sharks understand that Northfield Little League has first access to the requested field in April, May and June of 2017;

THEREFORE, BE IT RESOLVED, that the City Council of the City of Northfield hereby approves the Application for Use of Facilities presented by the South Jersey Sand Sharks 10U Baseball team for the available dates stated above, 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.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the City Council of Northfield, held this 30th day of August 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 158-2016**

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

WHEREAS, on behalf of Mainland Regional High School Baseball, William Kern has properly submitted an Application for Use of Facilities requesting use of the Farm, Minor, Softball and Babe Ruth Fields at Birch Grove Park on the following date and time:

Sunday October 16, 2016 11:00am – 3:00pm

WHEREAS, Northfield Little League and Northfield Babe Ruth have advised that the fields are available on the requested date.

THEREFORE, BE IT RESOLVED, that the City Council of the City of Northfield hereby approves the Application for Use of Facilities presented by Mr. William Kern subject to the full execution of the Use of Facilities Agreement, and compliance with its terms and conditions, and the representations made in the subject Applications for Use of Facilities.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the City Council of Northfield, held this 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 159-2016**

**AWARD OF CONTRACT FOR ROSEDALE 1 SANITARY SEWER PUMP
STATION UPGRADE**

WHEREAS, proposals were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the Rosedale 1 Sewer Pump Station Upgrade in the City of Northfield; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 9:30am on Thursday, August 25, 2016, from the following:

	Base Bid	Base + Alt. Bid 1	Base + Alt. Bid 2
West Bay Construction, Inc.	224,250.00	239,250.00	302,250.00
Level-1 Construction, Inc.	259,000.00	284,000.00	334,000.00
GMH Associates of America	289,564.61	296,864.61	Not submitted
Sub-Level Installations, Inc.	256,000.00	269,000.00	334,000.00

WHEREAS, after review of the proposals, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended to Council that the contract be awarded to West Bay Construction, Inc. for the Base Bid plus Alternate 2 in the amount of \$302,250.00.

BE IT RESOLVED that the Governing Body accept the proposal of West Bay Construction, Inc., 133 Pleasant Avenue, Absecon, NJ 08201, for the Base Bid plus Alternate 2 in the amount of \$302,250.00.

BE IT FURTHER RESOLVED that Certification of the Availability of funds has been received from the Chief Finance Officer.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the City Council of Northfield, held this 30th day of August, 2016

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 160-2016**

**A RESOLUTION DESIGNATING CUSTODIAN OF RECORDS IN
ACCORDANCE WITH THE OPEN PUBLIC RECORDS ACT**

WHEREAS, on January 2, 2002, the Acting Governor signed into law the Open Public Records Act (N.J.S.A. 47:1A-1), which became effective on July 8, 2002; and

WHEREAS, the Open Public Records Act requires that a Custodian of Records be established by the public entity; and

WHEREAS, the Municipal Clerk has been named as the Chief Custodian of records; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Northfield, County of Atlantic, State of New Jersey, have designated the following position to be the Deputy Custodian for the department each position serves:

Tax Collector

Planning Board Secretary

Chief Financial Officer

Finance and Facilities Supervisor

Tax Assessor

Assistant Fire Chief

Housing/Zoning Enforcement Officer

Code Enforcement Officer

Technical Assistant to the Construction Official

Public Works Manager

Sewer Department Supervisor

Chief of Police

Park Supervisor

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 161-2016**

**A RESOLUTION TO AUTHORIZE THE RELOCATION
OF A NEW JERSEY TRANSIT BUS STOP
WITHIN THE CITY OF NORTHFIELD**

BE IT RESOLVED by the Council of the City of Northfield, County of Atlantic, State of New Jersey, that pursuant to NJ.S.A. 39:4-197, described herein shall be, and hereby are, added as a No Parking Bus Stop zone:

Along New Road (Route 9), southbound, on the westerly side thereof at:

Mill Road - far side

Beginning at the southerly curblin of Mill Road and extending 100 feet southerly therefrom.

That pursuant to NJ.S.A. 39:4-197, described herein shall be, and hereby are, deleted as a No Parking Bus Stop zone:

Along New Road (Route 9), southbound, on the westerly side thereof at:

Mill Road - near side

Beginning at the northerly curblin of Mill Road and extending 105 feet northerly therefrom.

BE IT FURTHER RESOLVED that this resolution shall take effect upon approval of the Commissioner of Transportation as provided by law.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 30th day of August, 2016.

Mary Canesi, RMC, Municipal Clerk

Erland Chau, Mayor

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 162-2016**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS
OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12
REGARDING LITIGATION AND MATTERS FALLING WITHIN THE
ATTORNEY CLIENT PRIVILEGE REQUIRING CONFIDENTIALITY**

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

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

WHEREAS, it is necessary for the City Council of the City of Northfield to discuss in a session not open to the public certain matters relating to potential and/or anticipated litigation and matters falling within the attorney client privilege requiring confidentiality.

WHEREAS, the purpose of this meeting is to provide privileged and confidential legal advice with regard to Mount Laurel litigation.

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

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

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City Council of Northfield, held this 30th day of August 2016.

Mary Canesi, RMC, Municipal Clerk