

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
AUGUST 31, 2021**

**MEETING CALLED TO ORDER** by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on Saturday, January 9, 2021.

Pursuant to N.J.S.A. 10:4-8(b), and N.J.A.C. 5:39-1.1 - 1.7, this meeting will be held in-person and as a remote public meeting (live-streamed) using Zoom conferencing service. Due to social distancing requirements related to Covid-19, there are limited seats for in-person attendance by members of the public. Visit the event calendar page for August 31, 2021 at [www.cityofnorthfield.org](http://www.cityofnorthfield.org) to determine current seating availability. Face coverings and social distancing will be required for in-person attendance. To reserve an available seat, contact the Office of the Municipal Clerk at 609-641-2832, ext 125, no later than 4:00pm on August 31, 2021. Once all available seats have been reserved, virtual attendance will be required using a web-browser to Join the Zoom Meeting <https://us02web.zoom.us/j/85843732460> or by telephone using one tap mobile +13126266799,,85843732460# or direct dial +1 312 626 6799 using Meeting ID: 858 4373 2460. For those wishing to comment during the dedicated public comment portion of the meeting, but who may be unable to attend (in person or via Zoom), public comments may also be submitted in advance via email to [mcanesi@cityofnorthfield.org](mailto:mcanesi@cityofnorthfield.org) or by written letter to the Office of the Municipal Clerk, 1600 Shore Road, Northfield NJ 08225, or by hand delivery to the drop box in the parking lot at the south corner of the municipal building, addressed to the attention of the Municipal Clerk. Comments shall contain the name and address of the author, will be read aloud and addressed during the remote public meeting, and must be received by 2:00pm on August 31, 2021.

**FLAG SALUTE**

**COUNCIL ROLL CALL:** Dewees, Madden, Notaro, Perri, Smith, Utts, Polistina

**MAYOR:** Chau

**APPROVAL OF MINUTES** – August 10, 2021

**MAYOR’S REPORT**

**CITY ENGINEER’S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

- 150-2021** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 and N.J.S.A. 54:4-3.32 on Property known as Block 1.03 Lot 37.03 (7 Dani Drive)
- 151-2021** Resolution Authorizing Cancellation and Refund of Taxes Pursuant to N.J.S.A. 54:4-3.30 and N.J.S.A. 54:4-3.32 on Property known as Block 116 Lot 9.08 (216 Roosevelt Avenue)



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 150 -2021**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF  
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON  
PROPERTY KNOWN AS Block 1.03 Lot 37.03 (7 DANI DRIVE)**

**WHEREAS**, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 1.03 Lot 37.03 (7 Dani Drive) for 2021 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**, Chevez M. Trask Sr. acquired title to Block 1.03 Lot 37.03 (7 Dani Drive) on December 29th, 2020; and

**WHEREAS**, Chevez M. Trask Sr. 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 City Council of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 1.03 Lot 37.03 (7 Dani Drive) as follows due to the fact that said property is exempt:

\$18,791.36 for the year of 2021

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to Chevez M. Trask Sr., Block 1.03 Lot 37.03, 7 Dani Drive, NJ 08225:

\$159.74 for the year of 2021

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 31st day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 151-2021**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF  
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON  
PROPERTY KNOWN AS Block 116 Lot 9.08 (216 ROOSEVELT AVENUE)**

**WHEREAS**, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 116 Lot 9.08 (216 Roosevelt Drive) for 2021 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**, Michael A. Selitto acquired title to Block 116 Lot 9.08 (216 Roosevelt Drive) on March 22, 2021; and

**WHEREAS**, Michael A. Selitto 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 City Council of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 116 Lot 9.08 (216 Roosevelt Drive) as follows due to the fact that said property is exempt:

\$6,985.82 for the year of 2021

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to Michael A. Selitto, Block 116 Lot 9.08, 216 Roosevelt Drive, NJ 08225:

\$467.41 for the year of 2021

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 31<sup>st</sup> day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 152-2021**

**RESOLUTION AUTHORIZING CANCELLATION AND REFUND OF  
TAXES PURSUANT TO N.J.S.A. 54:4-3.30 & N.J.S.A. 54:4-3.32 ON  
PROPERTY KNOWN AS Block 15 Lot 4 (1 HENRY DRIVE)**

**WHEREAS**, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 15 Lot 4 (1 Henry Drive) for 2021 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**, Jackie P. Eckert acquired title to Block 15 Lot 4 (1 Henry Drive) on March 3, 2021; and

**WHEREAS**, Jackie P. Eckert 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 City Council of the City of Northfield, County of Atlantic, State of New Jersey, as follows:

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:4-3.30(a), is hereby authorized to cancel taxes on Block 15 Lot 4 (1 Henry Drive) as follows due to the fact that said property is exempt:

\$5,163.31 for the year of 2021

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to Jackie P. Eckert, Block 15 Lot 4, 1 Henry Drive, NJ 08225:

\$1,721.31 for the year of 2021

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 31<sup>st</sup> day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 153-2021**

**RESOLUTION AUTHORIZING CANCELLATION OF TAXES  
PURSUANT TO N.J.S.A. 55:14K-34 & N.J.S.A. 54:4-3.3 ON PROPERTY  
KNOWN AS Block 17 Lot 3.02 (221 TILTON ROAD)**

**WHEREAS**, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 17 Lot 3.02 (221 Tilton Road) for 2021 which should be cancelled pursuant to N.J.S.A. 54:14K-34 & N.J.S.A. 54:4-3.3(a), (b) and (f) 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**, Atlantic City Rescue Mission acquired title to Block 17 Lot 3.02 (221 Tilton Road) on September 16, 2020; and

**WHEREAS**, Atlantic City Rescue Mission is qualified to receive property tax exemption, pursuant to N.J.S.A. 54:14K-34 & N.J.S.A. 54:4-3.3(a), (b) and (f)

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

1. The Tax Collector, pursuant to the exemption under N.J.S.A. 54:14K-34 & N.J.S.A. 54:4-3.3(a), (b) and (f) is hereby authorized to cancel taxes on Block 17 Lot 3.02 (221 Tilton Road) as follows due to the fact that said property is exempt:

\$43,325.70 for the year of 2021

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30(b) and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes Atlantic City Rescue Mission Block 17 Lot 3.02, 221 Tilton Road, NJ 08225:

\$10,872.18 for the year of 2021

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of Northfield, held this 31st day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 154-2021**

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

**WHEREAS**, Northfield Community School Superintendent Pedro Bretones has properly submitted an Application for Use of Facilities requesting use of the perimeter of the football and baseball fields beginning September 15<sup>th</sup> through October 27<sup>th</sup> from 3pm until 5pm; and

**WHEREAS**, Superintendent Pedro Bretones has presented this request on behalf of the Northfield Community School Cross Country Team; and

**WHEREAS**, the respective fields are available for use.

**THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Northfield hereby approves the Application for Use of Facilities presented Superintendent Pedro Bretones by 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 Common Council of the City of Northfield, held this 31<sup>st</sup> day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk

# RESOLUTION NO. 154-2021, ATTACHMENT



## CITY OF NORTHFIELD Application for Use of Facilities

Name and Address of Organization: NORTHFIELD COMMUNITY SCHOOL CROSS COUNTRY TEAM  
2000 NEW ROAD NORTHFIELD, NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: THE NCS CROSS COUNTRY TEAM  
IS REQUESTING TO USE BGP FOR PRACTICE AND THEIR 5 MEETS.

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

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

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

Name of Applicant / Responsible Party: Pedro P. Brito Title/Affiliation Superintendent

Home Address: 2000 New Road

Telephone: (H) \_\_\_\_\_ (C) [REDACTED] (W) (609) 407-4200

Name and Location of Facility(ies) Being Requested: BIRCH PARK - ROUTE WITH GO MAWD  
FOOTBALL FIELD AND THROUGH A SHORT LOOP OF RUNNING TRAILS.

For the Following Purpose: CROSS COUNTRY PRACTICE AND MEETS. (M-TU EACH WEEK)

on the Following Date(s): PRACTICES WILL START IN MID SEPTEMBER, SEASON ENDS 10/29

Specify Hours of Use: From: 3:00pm To: 5:00pm Are Field Lights Requested\*? No

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

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

# of Participants per Date: 50 # of Participants who are Northfield Residents: ~50%

Will Juveniles be Present? Yes  No  If Yes, What Ages? 5<sup>TH</sup> - 8<sup>TH</sup> GRADE

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.*

APPLICANT: Pedro P. Brito DATE: 8-12-21  
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. 155-2021**

**TEMPORARY EMPLOYMENT STATUS CHANGE  
REGULAR ADULT SCHOOL CROSSING GUARD**

**WHEREAS**, the need existed within the Police Department to temporarily fill the position of Regular Adult School Crossing Guard Supervisor; and

**WHEREAS**, it is the recommendation Chief Paul Newman that Janice Davis temporarily fill the position of Regular Adult School Crossing Guard Supervisor from September 22<sup>nd</sup> through November 1<sup>st</sup>, 2021.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that Janice Davis temporarily fill the position of Regular Adult School Crossing Guard Supervisor effective September 22<sup>nd</sup> is hereby confirmed and ratified.

**BE IT FURTHER RESOLVED**, that compensation for the Regular Adult School Crossing Guard shall be in accordance with the Crossing Guard Rider Agreement between the City of Northfield and Government Workers Union, Local No. 430.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at the Meeting of the Common Council of Northfield, held this 31<sup>st</sup> day of August, 2021.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 156-2021**

**TO EXTEND COMMERCIAL DRIVER LICENSE DEADLINE  
FOR PUBLIC WORKS LABORER**

**WHEREAS**, pursuant to Resolution of Council No. 98-2021, Vincent Sinski was hired as a Public Works Laborer, effective May 5, 2021; and

**WHEREAS**, continued employment for Vicent Sinski was conditioned upon his ability to obtain a Commercial Driver's License within 120 days of his hire date, with a deadline of September 2, 2021; and

**WHEREAS**, the need exists extend the deadline for Vincent Sinski to obtain his Commercial Driver's License; and

**WHEREAS**, Superintendent of Public Works Qwin Vitale and Public Works City Council Chair Frank Perri have recommended that Vincent Sinski be given an extension of an additional 120 days, with a revised deadline of December 31, 2021.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that Vincent Sinski be granted the requested extension as stated herein.

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 Northfield, held this 31st day of August, 2021.

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Mary Canesi, RMC, Municipal Clerk

**ENGINEER'S**

**REPORT**

## **ENGINEERING MEMORANDUM**

**TO:** Mayor and City Council, City of Northfield  
1600 Shore Road  
Northfield, NJ 08225

**FROM:** Rami Nassar, PE, PP, CME   
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

**SUBJECT:** Engineers Report for August 31, 2021

**DATE:** August 26, 2021

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### **PROJECTS:**

#### **NF13-00 Atlantic County Improvement Authority (ACIA) Redevelopment Initiative Grant**

The ACIA Grant will establish Redevelopment Initiative for the City of Northfield, previously an application was submitted to ACIA, the County Requested additional information, our office submitted the information back in 2019, (1-19-2020) Requested un update from Mr. Bob Mcguigan regarding this grant. **(8-26-2021) Nothing new to report.**

#### **NF13-03 South Jersey Gas (SJG) High Pressure Gas Main Infrastructure Program**

For the past 6 years the South Jersey Gas Company worked on upgrading their infra structure throughout the Municipality, most of the work was finished last year. We are working with the Contractor to schedule the remaining paving repairs. There are no new projects scheduled within Municipal Roads. **(8-26-2021) Nothing new to report.**

#### **NF13-00 Catherine Place and Flow Issues with ACUA**

I received the pipe inspection report form the ACUA for the gravity system in the Municipality, the existing sewer mains were lined approximately 15 years ago, only few areas were damaged, and the contractor repaired these areas, according to the report, ground water infiltration was minimal. (1-19-2020) we did not receive any additional information since February 18. 2020. **(8-26-2021) Nothing new to report.**

#### **NF13-37 Municipal Building Parking Lot Paving and ADA Upgrade**

We are in the process of designing the necessary ADA upgrade to the municipal building rear entrance, paving and restriping the parking lot. The Municipality will utilize the Atlantic County Improvement Authority Grant to finance portion of the project. We added the library parking lot to the project, and we are working on the field survey. The bid package was not acceptable due to the CCBG funding the bid documents must meet the federal bid guidelines. I met with Bob McGuigan, got all required information, which must be included within the bid package, we will revise the documents accordingly and forward it to him for final approval. Nothing new to report. (4-24-2020) I will get the bid package to the Clerk's office for council review and authorization to go out to bid by May 4<sup>th</sup>. (5-22-2020) Plans and bid package is at the Clerk's office for Council member review, waiting on the Council authorization to proceed with the bidding process. (6-12-2020) The bid was advertised on June 10<sup>th</sup> with opening scheduled for July 7<sup>th</sup>. (7-10-2020) we received two bids only and the I sent a letter recommending to the



reject the bids and bid the parking lots and ADA improvements separately. (8-7-2020) Bid packages are completed and will advertise the projects within a week. (9-11-2020) Project has been advertised with bid opening on October 1<sup>st</sup>. (10-2-2020) We received bids for the project, based on preliminary review of the bid packages the paving portion of the project came in at \$121,700 and the ADA improvement portion came in at \$149,400 the total cost will be \$271,100 way less than the previous low bid amount of \$433,000. (10-16-2020) we prepared the award recommendations for the paving and the ADA upgrade portions of the project for Council's approval. (11-6-2020) We had a pre-construction meeting for the City Hall ADA ramp project, it is anticipated the project will be completed by the end of January 2021 subject to weather. (11-20-2020) working with the contractor on the ramp shop drawing and getting a price to remove the existing tower. (12-11-2020) All shop drawings and all submittals have been approved the contractor ordered the ramp, I got 2 quotes to remove the tower waiting on the third quote. (1-14-2021) contractor started the work on January 4<sup>th</sup> and cell tower is being removed on the 15<sup>th</sup>. (1-28-2021) The contractor will start the foundations next week. (2-12-2021) Concrete work is on hold due to the weather. (2-26-2021) The Contractor will start the foundation works this coming up Monday. (3-12-2021) The foundation and concrete slab are completed, the Paving Contractor will be on site on Wednesday the 17<sup>th</sup> to start milling the municipal parking lot and should have it paved by the next day, the contractor will move the library's parking lot next. The work on the handicap ramp and steps will start on the Monday the 22<sup>nd</sup> (4-1-2021) Both parking lots have been paved and striped, the contractor needs to install the asphalt curbing at City Hall and the concrete bumper stop at the library, this work should be completed by April 6<sup>th</sup>, the ramp, steps, and new door has been completed, the final inspection is scheduled for the 6<sup>th</sup>. (4-15-2021) Project is completed, working on punch list items, and final change orders. (6-11-2021) Nothing new to report. (7-9-2021) Contractor submitted final change order for the handicap ramp and steps. (8-6-2021) Levy Construction submitted the last payment request and provided the maintenance bond to the Municipality, also the paving contractor submitted the final change order for the fuel and asphalt prices adjustments, addition asphalt curbing and additional striping at City Hall parking lot, replacement of concrete bumpers stops at the library parking lot. **(8-26-2021) Arawak submitted the final payment request.**

#### **NF13-43      Asset Management Plan**

Work has been started on different components of the plan. North American Pipe, LLC has been contracted to video the sewer main along Tilton Road from the manhole by Little Italy Restaurant at Burton Avenue to the manhole at Maple Ave. and Roosevelt Ave. we found a major sewer main break at the intersection of Tilton and Burton causing major roadway settlement, also Infra Structurer Assessment, LLC started to inventory the sewer system. We are working on completing the sanitary sewer system inventory. I will be meeting with Public Works Director on March 9, 2020, to go over portion of the plan and to determine the section sewer main that needs to be inspected. We are finalizing the list for the portion of the sewer main to be videoed. Waiting to hear back from Contractor if able to work. (10-16-2020) working on the schedule to move forward with to video portion of the sanitary sewer pipes. (3-12-2021) Will be starting to video the sewer main on Monday the 22<sup>nd</sup>, I am meeting with Qwin to finalize the scope of this portion of the project. (4-1-2021) The contractor had to reschedule the work to mid-April. (4-15-2021) Did not get the new schedule from the Contractor yet. (4-30-2021) The contractor started to video the sewer main, we encountered few issues which needs to be addressed in the asset management plan. (5-14-21) waiting on the contractor to send the pipe videos for me to review. (6-11-2021) reviewed the tapes, there are additional few minor issues, and the recommendations will be incorporated into the final document. **(8-26-2021) Working on the report.**

#### **NF13-27      Grant Applications:**

(5-22-2020) working on the 2021 Municipal Aid Grants for the reconstruction and widening of Merritt Drive, portion of Ridgewood Drive and possible drainage system upgrade. Also, I received an email from the ACIA stating that the municipality does not qualify for CDBG for recreational use (we do not meet the LMI requirements as set by HUD) the only project we can apply for are ADA compliance or projects for Senior Citizen. (6-12-2020) Finalizing the Municipal Aid Grant application for Merritt Drive and working on the CDBG grant to upgrade ADA access to the picnic area at Birch Grove Park. (7-101-2020) The 2021 Municipal Aid Application has been submitted and there is a resolution on the agenda, which needs to be sent to the NJDOT no later than July 31, 2020. Nothing new to report. (10-16-2020) we had a zoom meeting with the NJDOT Local Aid to discuss the Transportation Alternative Set-Aside program grant for the bike path upgrade. (11-6-2020) working with Mary Canesi on the grant application and getting all the supporting documents and preparing a concept plan to be submitted with the application. (11-20-2020) The bike path grant application will be submitted by the 24<sup>th</sup>. Grant Application was submitted November 24, 2020. (4-15-2021) New grant opportunity for recreational facility from

the NJDEP, to be discussed. (4-30-2021) We need to file the new CDBG Grant by May 14, 2021. (5-14-2021) CDBG application was submitted to the ACIA, and currently working on the recreational grant offered by NJDCA. (6-11-2021) the DCA grant application was submitted, the Urban Parks Grant application will not comply with most of the environmental restrictions and requirements. (7-9-2021) Submitted the 2021 Municipal Aid Grant Application for the reconstruction of Oak Avenue. **(8-26-2021) No update.**

**NF13-03      New Jersey American Water Company System Upgrade:**

(1-19-2020) Multiple water main upgrade projects were completed last year, so far there are no new project scheduled within the Municipal Roadways. (2-24-2021) I had a meeting with Tim Green from the NJAWC to discuss the main relocation along Birch Grove Park Road. (3-12-2021) Received the street opening application for the main relocation along Birch Grove Park Road. (4-1-2021) South State subcontractor will remove the trees on the 5<sup>th</sup>, so the NJAWC will be able to relocate the water main. (5-14-2021) waiting on the NJAWC schedule. (6-11-2021) the water main has been relocated. (7-9-2021) NJAWC finished the work along Birch Grove Park Road. **(8-26-2021) No update.**

**NF13-03      Street Opening:**

**(8-26-2021) 9 street opening permits was processed.**

**NF13-44      2020 Local Road Paving Program**

(10-2-2020) This project originally included portion of Second Street, Portion of Franklin Avenue, portion of Fairbanks Avenue, Portion of Bates Avenue, Portion of Maple Avenue including drainage, Half width Haddon Avenue, portion of Wabash Avenue, Half width of portion of Ridgewood Avenue, Half width of portion of Glencove Avenue. During the design process a portion of Cedar Bridge, Cedar Spring Court and the re-alignment of Birch Grove Park Road were added to the scope of this project, design plan and bid packages will be ready for Council's review and approval at the October 20<sup>th</sup> meeting. (10-16-2020) bid package and plans needed additional revisions and was not completed on time for the Council's approval at this meeting, package will be ready for the next Council meeting. (11-6-2020) Bid package was delivered to the Clerk's Office; we are requesting an authorization to proceed with the bid. (11-20-2020) Bid opening is set for December 10<sup>th</sup>. (12-11-2020) We received 6 bids and the lowest bid was from South State, Inc. in the amount of \$527,756.00, the recommendation of award is on the Council's agenda for approval for this meeting. (1-14-2021) we had the pre-construction meeting on the 11<sup>th</sup>, the contractor tentatively will start the drainage component of the project in February. (2-26-2021) We sent the notice to proceed, the contractor is starting the drainage improvements on March 1, 2021. (3-12-2021) The drainage pipe along Maple has been completed, and the Contractor will start the concrete work next week. (4-1-2021) The concrete work will start on the 5<sup>th</sup>. (4-15-2021) Contractor is not finished with the concrete work. (4-30-2021) All concrete has been completed, working with the Contractor on the paving schedule. (5-14-2021) Nothing new to report. (6-11-2021) the contractor started the paving portion of this project on 6/9/2021. (8-6-2021) The contractor will finish the paving and start on the punch list items the week of August 9<sup>th</sup>. **(8-26-2021) The Contractor started the work on the punch list items, we sent him an email indicating the time for project completion is no later than September 15, if not finished by then, the Municipality could assess liquidated damages.**

**NF13-45      Reconstruction of Fuae Avenue (Municipal Aid FY 2020)**

(5-22-2020) The City was approved for \$ 290,000.00 from the NJDOT 2020 grants for the reconstruction of Fuae Avenue between Zion Road and Dolphin Avenue. The design plan has been completed; we sent the design plans and the bid package to the NJDOT for their concurrence for the design and specifications. Also, we have dropped off a complete package at the Clerk's Office for Council Member review and approval. (6-12-2020) We received a letter from the NJDOT requiring minor revisions to the bid package, we are working to get the changes finished and sent back to the DOT by June 16<sup>th</sup>. (7-10-2020) Project has been advertised for August 4<sup>th</sup> bid opening. (8-7-2020) We received 4 bids the lowest bidder was Hackney Concrete, Inc (\$302,112.80) the estimated project budget was \$300,000.00 and a Recommendation of Award was sent to Council for approval. (8-28-2020) waiting on the NJDOT concurrence with the bid award, so we can move forward with the construction. (9-11-2020) We received the concurrence from the NJDOT, and the per-construction meeting will be held on the 14<sup>th</sup>. (10-2-2020)

Nothing new to report. (10-16-2020) Contractor is starting the concert work on Monday the 19<sup>th</sup>. (11-6-2020) Contractor started the concrete portion of the project. (11-20-2020) The concrete portion of the project will be completed by November 24<sup>th</sup> and the paving portion is scheduled for the first week in December subject to the weather. (12-11-2020) All concrete and drainage work have been completed, the paving contractor is scheduled for the week of the 14<sup>th</sup> the Contractor submitted Payment Request # 2. (1-14-2021) the paving portion of the project is on hold until this spring to ensure proper paving. (3-12-2021) Paving Contractor will mobilize early next week after the library parking lot is completed, it will take approximately one week to complete the paving portion of this project, also the contractor will start the turf restoration behind the installed curb after the paving is completed. (4-1-2021) The contractor started the turf restoration, and they will be starting on the pavement punch list items next week. (4-15-2021) working on the punch list items and the final change order. (8-6-2021) We had a walk thru with a representative from the NJDOT, found the project substantially completed, waiting on the contractor to finish the punch list items, so we can close this project out. **(8-26-2021) Contractor will finish the punch list items by September 10<sup>th</sup>.**

**NF13-48      Reconstruction of Merritt Dr. and p/o of Ridgewood Dr. (Municipal Aid FY 2021)**

On November 16, 2020, The City was selected to receive \$ 310,000.00 from the NJDOT Fiscal Year 2021 Municipal Aid Program the Reconstruction of Merritt Drive and portion of Ridgewood Drive between Route 9 and Wabash Avenue. Nothing New to report. (1-14-2021) we started the project design. (4-15-2021) Working on the design plan, should be completed by the end of April. (5-14-2021) The plan and specification will be at the Clerk's Office by the end of May for review and approval by Council. (6-11-2021) the plans and bid package is at the Municipal Clerk's office for the Council members to review. (7-9-2021) sent the package to the NJDOT for their concurrence. **(8-26-2021) we received the NJDOT comments on the plans and bid package, we addressed all the issues and sent back the revised package for the NJDOT concurrence, so we can advertise the bid.**

**NF13-49      Slip Line Portion of the Existing Sanitary Sewer Mains**

(8-6-2021) On June 15, 2021, The City awarded the slip lining contract to En-Tech Corop of NJ, for the sum of \$221,277.63. We had the pre-construction meeting on July 29, 2021. During the meeting the contractor requested that an employee from public works be present when they are slip lining the sewer main, to monitor the sewer flows and to address any issue that might come up, the work is scheduled to start the first week of September. **(8-26-2021) No update.**