

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
OCTOBER 15, 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 October 1, 2024

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 208-2024** Award of Contract for the Project Known as Reconstruction of Ridgewood Drive (FY2023 NJDOT Municipal Aid Program)
- 209-2024** Award of Contract for the Project Known as Reconstruction of Wabash Avenue (FY2024 NJDOT Municipal Aid Program)
- 210-2024** Acknowledging the Retirement of Heather Mellon Adult School Crossing Guard
- 211-2024** Authorization To Hire Substitute Adult School Crossing Guard
- 212-2024** Amending Resolution No. 192-2024 Recognizing Members of the Northfield Volunteer Fire Company
- 213-2024** Declaring October 6, 2024 Knock Out Opioid Abuse Day
- 214-2024** A Resolution Approving a Sidebar Memorandum of Agreement Between the City of Northfield And The Government Workers Union Local 420 Regarding the Requirement Of A Commercial Drivers’ License (CDL) for the Position Of Laborer With the City of Northfield
- 215-2024** To Hire a Laborer in the Public Works Department

PAYMENT OF BILLS \$ 454,496.49

MEETING NOTICES

City Council October 29th 6pm Work Session
 Regular Session immediately following

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 208-2024**

**AWARD OF CONTRACT FOR THE PROJECT KNOWN AS
RECONSTRUCTION OF RIDGEWOOD DRIVE
(FY2023 NJDOT MUNICIPAL AID PROGRAM)**

WHEREAS, as authorized by Resolution 222-2022, bid specifications were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the project known as Reconstruction of Ridgewood Drive FY 2023 NJDOT Municipal aid for the City of Northfield; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 11:00am on September 26, 2024, from the following:

Bidder	Bid Amount
Hackney Concrete, Inc.	\$280,682.74
Arawak Paving Co., Inc.	\$298,700.00
Paving Plus, LLC	\$313,940.24
South State, Inc.	\$317,000.00
Charles Marandino, LLC	\$343,202.24

WHEREAS, after review of the proposals, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended that the contract be awarded to Hackney Concrete, Inc. in the amount of \$280,682.74.

THEREFORE BE IT RESOLVED that the Common Council of the City of Northfield accepts the bid in the amount of \$280,682.74 from Hackney Concrete, Inc., 416 N. Elberon Avenue, Atlantic City, NJ 08401.

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

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 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 209-2024**

**AWARD OF CONTRACT FOR THE PROJECT KNOWN AS
RECONSTRUCTION OF WABASH AVENUE
(FY2024 NJDOT MUNICIPAL AID PROGRAM)**

WHEREAS, as authorized by Resolution 219-2023, bid specifications were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the project known as Reconstruction of Wabash FY 2024 NJDOT Municipal aid for the City of Northfield; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 10:00am on September 26, 2024, from the following:

Bidder	Bid Amount
Arawak Paving Co., Inc	\$387,900.00
Hackney Concrete, Inc.	\$419,273.79
Paving Plus, LLC	\$427,701.04
South State, Inc.	\$430,000.00
Think Pavers Hardscaping, LLC	\$451,064.00

WHEREAS, after review of the proposals, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended that the contract be awarded to Arawak Paving Co., Inc. in the amount of \$387,900.00.

THEREFORE BE IT RESOLVED that the Common Council of the City of Northfield accepts the bid in the amount of \$387,900.00 from Arawak Paving Co., Inc., 7503 Weymouth Road, Hammonton, NJ 08037.

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

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 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 210-2024**

WHEREAS, the Common Council of the City of Northfield approved the hiring of Heather Mellon for the position of Adult School Crossing Guard commencing September 3, 1998; and

WHEREAS, on September 18, 2024, Heather Mellon submitted notice of retirement to the City of Northfield with an effective date of October 1, 2024. Mrs. Mellons's last day worked was September 30, 2024.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby memorialize the notice of retirement of Heather Mellon from the position of Adult School Crossing Guard, effective October 1, 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 City Council of Northfield, held this 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 211-2024**

**AUTHORIZATION TO HIRE SUBSTITUTE
ADULT SCHOOL CROSSING GUARD**

WHEREAS, the need exists within the Police Department to fill the position of substitute School Crossing Guard; and

WHEREAS, an application submitted by Karen Maldonado was received; and

WHEREAS, after the interview, the recommendation to hire Karen Maldonado was made by Lieutenant Rob Dever.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the hiring of Karen Maldonado effective Wednesday, October 16, 2024, is hereby approved.

BE IT FURTHER RESOLVED, that compensation for the Substitute Adult School Crossing Guard shall be \$40.00 per day in accordance with the Crossing Guard Rider Agreement between the City of Northfield and Government Workers Union, Local No. 430.

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 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 212-2024**

**AMENDING RESOLUTION NO. 192-2024 RECOGNIZING
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE COMPANY**

IT IS HEREBY RESOLVED that Resolution No. 192-2024 amending the members of the City of Northfield Volunteer Fire Company, adopted September 24, 2024, by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add member Hanna Thulin-Guzejko; and

BE IT FURTHER RESOLVED that the current list of members / titles of the City of Northfield Volunteer Fire Company shall be memorialized as follows:

Badger, Cindy	Kerlin, Kirk
Carey, Louis	Kirby, Joshua (<i>Lieutenant</i>)
Chau, Erland	Leeds, Bill (<i>Lieutenant</i>)
Ciambrone, Joseph	Levari, Andrew
Clark, Ryan	Lichtenberger, Lee
Cummings, Bruce (<i>Chief</i>)	Martinelli, Henry
Cummings, Bruce Jr. (<i>Lieutenant</i>)	Morey, Donald Michael
Durham, Jared	Morey, Kevin
Fisher, Steven Jr.	Nehl, Michael Tyler
Flaherty, Brian (<i>Captain</i>)	Ordille, John
Foltz, Brad	Pepek, Martin
Gitsas, Adam	Plettner, Stephen
Goodman, Scott (<i>Deputy Chief</i>)	Shenkus, Eric (<i>Assistant Chief</i>)
Hackett, Edward	Sullivan, John III
Hickey, Daniel	Swartz, Robert
Joo, Timothy	Thulin-Guzejko, Hanna (<i>effective 10/14/24</i>)
	Wallace, Michael (<i>Safety Officer</i>)

BE IT FURTHER RESOLVED that said membership list may be revised as necessary throughout the year.

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted a Regular Meeting of the Common Council of the City of Northfield, held this 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 213-2024**

WHEREAS, New Jersey is in the midst of a life-threatening opioid abuse epidemic; and

WHEREAS, the Partnership for a Drug-Free New Jersey has designated October 6, 2024, as Knock Out Opioid Abuse Day – an initiative with a multiple purposes: to raise awareness of the potential for dependency on prescribed pain medicine and its link to heroin and fentanyl use in our state; to reduce stigma of addiction and shine a light on the need for recovery support; and to communicate to physicians information on safer prescribing messages found in the Centers for Disease Control and Prevention guidelines for prescribing opioids, which include considering other therapies, setting realistic treatment goals with patients and discussing with patients the positives and negatives of opioids; and

WHEREAS, the State Senate and General Assembly jointly resolved that October 6 shall be permanently designated as Knock Out Opioid Abuse Day in New Jersey in order to raise awareness about the dangers of, and the link between, prescription opioid abuse and heroin addiction and to educate health care providers, community leaders, state lawmakers and members of the public about the opioid abuse epidemic and its effects throughout the State of New Jersey and across the country; and

WHEREAS, the City of Northfield supports initiatives designed to raise awareness about opioid abuse in New Jersey and take steps to prevent addiction.

THEREFORE BE IT RESOLVED, that October 6, 2024, be recognized as Knock Out Opioid Abuse Day in the City of Northfield, Atlantic County, New Jersey.

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 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 214-2024**

A RESOLUTION APPROVING A SIDEBAR MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF NORTHFIELD AND THE GOVERNMENT WORKERS UNION LOCAL 420 REGARDING THE REQUIREMENT OF A COMMERCIAL DRIVERS' LICENSE (CDL) FOR THE POSITION OF LABORER WITH THE CITY OF NORTHFIELD

WHEREAS, the City of Northfield (the City) and Government Workers Union, Local 420 (the GWU) are parties to a Collective Negotiations Agreement covering the period January 1, 2021 through December 31, 2024 (the Current Agreement); and

WHEREAS, the current agreement covers employees in the job title of Laborer; and

WHEREAS, the City of Northfield requires that all Laborers have a Commercial Drivers' License (CDL) or the ability to obtain one; and

WHEREAS, the City of Northfield recognizes that obtaining said CDL may be cost-prohibitive for individuals; and

WHEREAS, the City of Northfield and GWU have engaged in discussions to address this and have agreed to amend the current agreement by way of a Sidebar Memorandum of Agreement; and

WHEREAS, the terms of the Sidebar Memorandum of Agreement have been approved by the GWU and the City now wishes to approve same.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, as follows:

1. The statements of the preamble are hereby incorporated as if set forth in full herein.
2. The Sidebar Memorandum of Agreement between the City of Northfield and the Government Workers Union, Local420 regarding the CDL requirement for Laborers, a copy of which is attached hereto and made a part hereof, is approved.
3. The appropriate City Official is authorized to execute the Sidebar Memorandum of Agreement on behalf of the City.
4. This Resolution shall be effective immediately.

5. All employees and officials are directed to act in accordance with the intent of this resolution and the accompanying Sidebar Memorandum of Agreement.

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 15th day of October, 2024.

Mary Canesi, RMC, Municipal Clerk

SIDEBAR MEMORANDUM OF AGREEMENT

CITY OF NORTHFIELD
AND
GOVERNMENT WORKERS UNION, LOCAL 420 (BLUE COLLAR)

WHEREAS, the City of Northfield (the City) and the Government Workers' Union Local 420 (the Union) are parties to a collective negotiations agreement covering the period January 1, 2021 through December 31, 2024 (the current agreement); and

WHEREAS, the current agreement covers employees in the job title of Laborer; and

WHEREAS, the City of Northfield requires that all Laborers have a Commercial Drivers' License (CDL) or the ability to obtain one; and

WHEREAS, the City of Northfield recognizes that obtaining said CDL may be cost-prohibitive for individuals; and

WHEREAS, the City of Northfield desires to provide individuals with the opportunity to get their CDL to ensure their ability to provide the necessary services to the City once employed as a Laborer.


Now, therefore, the City of Northfield and Government Workers' Union Local 420 (the Union) agree as follows:

1. The statements in the preamble are hereby incorporated as if fully stated herein.
2. If, upon initial hire, an employee hired into the position of Laborer does not hold a Commercial Drivers' License, the City shall provide for the cost of the necessary training and opportunity to obtain the license within the individual's first year of employment.
3. To the extent the training is scheduled during the employee's normal work hours, the employee shall be excused from work and shall receive his normal rate of pay for hours spent in training. In the event the training is scheduled during other times, the employee shall be paid straight time for hours spent in training, not overtime. The City may change the employee's schedule at the discretion of the Public Works Superintendent to accommodate the training schedule.
4. It is expected that the individual would remain employed with the City for at least three (3) years after obtaining his CDL. If, however, the employee leaves the employ of the City, for any reason, within that three-year period, the employee shall repay the City as follows:

- a. If employee leaves within one year of obtaining his CDL, he shall repay the City 75% of the total cost expended by the City for the purposes of the employee obtaining his CDL.
 - b. If employee leaves within two years of obtaining his CDL, he shall repay the City 50% of the total cost expended by the City for the purposes of the employee obtaining his CDL.
 - c. If employee leaves within three years of obtaining his CDL, he shall repay the City 25% of the total cost expended by the City for the purposes of the employee obtaining his CDL.
 - d. If employee leaves more than three years after obtaining his CDL, he shall not repay the City for the costs expended in obtaining his CDL.
5. The City shall only provide the individual with costs associated with one attempt at obtaining his CDL. Any attempts beyond that are at the sole cost of the employee.
 6. Failure to obtain a CDL within one year of employment will be grounds for termination of employment. However, if, based upon circumstances beyond the employee's control, the employee cannot obtain the CDL within one year, the City may provide an additional six (6) months for the employee to obtain the CDL.
 7. The terms of this Memorandum of Agreement shall serve to amend the current collective negotiations agreement and will be made a part of the successor agreement.
 8. All other terms and conditions of the current collective negotiations' agreement shall remain in full force and effect.
 9. The parties intend to commence negotiations for a successor agreement shortly and agree that in the successor agreement, the title of Laborer shall receive a pay increase, the amount of which shall be negotiated by the parties.

CITY OF NORTHFIELD:

GWU:



BY:

BY: David Tucker

Date:

Date: 10/10/2024

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 215-2024**

TO HIRE A LABORER IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, the need exists to fill the position of Laborer in the Public Works Department; and

WHEREAS, having first been satisfied that the applicant has the necessary qualifications required for the position, Superintendent of Public Works Qwin Vitale and Public Works Council Chair Greg Dewees have recommended that Domenic Barbella be hired as Laborer; and

WHEREAS, Domenic Barbella has successfully completed all pre-employment screening and evaluation requirements.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body of the City of Northfield that Domenic Barbella be hired as Laborer, effective October 16, 2024, and subject to understanding and completion of the following:

1. Compliance with the Policies and Procedures of the City
2. Probation period 90 days from date of hire
4. Satisfactory driving record
5. Obtain CDL License within 1 year of hire, and subject to the terms of the Memorandum of Agreement between the City of Northfield and the Government Workers Union as authorized by Resolution No. 214-2024

IT IS FURTHER RESOLVED by the Common Council of the City of Northfield that the hiring of Domenic Barbella be and hereby is memorialized.

IT IS FURTHER RESOLVED that compensation for Domenic Barbella shall be based on an annual salary of \$29,700.00 in accordance with the terms and conditions of the Agreement between the City of Northfield and Government Workers Union, Local No. 420 for Blue Collar Employees.

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 15th day of October 2024.

Mary Canesi, RMC, Municipal Clerk

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: October 15, 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 a draft ordinance to the City on May 21, 2024.
 - Our office met with the City on July 15, 2024 to review City revisions and comments.
 - The second draft of the ordinance was sent to the City on September 4, 2024.
2. Stormwater Management Plan
 - The Stormwater Plan was submitted to the City on July 25, 2024 and the 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.
 - The Bid opening was held August 28, 2024 at 10 a.m. Only one bid was received from Mobile Dredging and Video Pipe, Inc. in the amount of \$344,150.
 - Council will be rejecting the bid due to lack of funding. The project exceeded the engineer's estimate due to night work requirements and increased traffic control requirements set forth by Atlantic County Engineering Department. The City will meet with the County Engineer to discuss traffic control. The City will consider a re-bid with revisions to the bid cost breakdown sheet.
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.

5. Habitat for Humanity Housing Project

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

6. Little League Field 50/70 Redesign

- Our office surveyed and prepared a site plan of the little league field to be converted to a 50/70 field.
- On September 20, 2024, DBA met on site with representatives from the City, the Northfield Little League, and preferred contractor to discuss scope of project.
- Work to be completed includes removal of existing infield/outfield grass to 50/70 dimensions, relocation of existing sprinkler heads, placements of new infield material, placements of sod, placement of new bases and pitcher's mound, and realignment of foul lines. Maximum budget for project is \$44,000, and work is to be completed by November.
- Securing a contractor for the project can be completed in two ways: The first is the City issues RFQs for contractors to submit bids. The second is for the City to join the ED-DATA cooperative and contract directly with the contractor at a cost savings of \$14,000.