

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
DECEMBER 17, 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, Polistina, Notaro, Smith, Dewees

MAYOR: Chau

APPROVAL OF MINUTES November 26, 2024

RESOLUTION

237-2024 Acknowledging Municipal Council Vacancy Due to the Resignation of Councilman 2nd Ward Eric Leeds

NOMINATIONS

RESOLUTION

238-2024 Appointment to Fill a Vacancy on Council

MAYOR'S REPORT

CITY ENGINEER'S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

- 239-2024** Acknowledging the Notice of Resignation of Charity Zentmeyer, Adult School Crossing Guard
- 240-2024** Authorization to Hire Substitute Adult School Crossing Guard
- 241-2024** Authorization to Hire Substitute Adult School Crossing Guard
- 242-2024** Authorization to Create Municipal Lien For Property Maintenance Costs
- 243-2024** 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 157 Lot 26 (120 E. Oakcrest Avenue)
- 244-2024** 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 77 Lot 24 (118 W. Revere Avenue)
- 245-2024** Participant's Resolution for LEAP Implementation Grant
- 246-2024** Work Change Order No. 1 – Contract for Improvements to the Little League Baseball Field

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
DECEMBER 17, 2024**

- 247-2024** Amending Minimum Age Requirements for the Position of Police Officer in the City of Northfield
- 248-2024** 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. 10:4-12b (4), Regarding Contract Negotiations Between the City of Northfield and the Northfield Professional Firefighters Association, Local No. 2364
- 249-2024** Approving a Memorandum of Agreement between the City of Northfield and International Association of Fire Fighters Local 2364 Effective January 1, 2025, through December 31, 2028, and Authorizing Execution of a Final Agreement Consistent with Same

PAYMENT OF BILLS \$ 632,510.05

MEETING NOTICES

City Council	January 7th	7pm Work Session Annual Reorganization Meeting
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ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 237-2024**

**ACKNOWLEDGING MUNICIPAL COUNCIL VACANCY DUE TO THE
RESIGNATION OF COUNCILMAN 2nd WARD ERIC LEEDS**

WHEREAS, on Tuesday, November 26th at 6:47pm, Councilman 2nd Ward Eric Leeds submitted to the Municipal Clerk written notice of his resignation from said position effective immediately.

NOW THEREFORE, BE IT RESOLVED, that in accordance with N.J.S.A. 40A:16-3(f), that Councilman Eric Leeds' 2nd Ward seat is hereby determined to be vacant to be filled in accordance with applicable laws.

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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 238-2024**

APPOINTMENT TO FILL A VACANCY ON COUNCIL

WHEREAS, due to the resignation of the Councilman from the 2nd Ward, Eric Leeds, a vacancy exists in that position, with a term expiring December 31, 2025; and

WHEREAS, pursuant to N.J.S.A. 40A: 16-5(b), a vacancy in that position may be filled by the procedure set forth in N.J.S.A. 40A:16-11; and

WHEREAS, the Municipal Committee of the political party of which Councilman Eric Leeds was the nominee has by letter dated December 11, 2024, presented to the Governing Body the names of three nominees for the selection of a successor to fill said vacancy.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Governing Body this 17th day of December 2024, that _____ shall be and hereby is appointed to fill the vacancy created by the resignation of Councilman 2nd Ward Eric Leeds for the duration of the unexpired term, ending December 31, 2025.

BE IT FURTHER RESOLVED that _____ shall take his / her seat on Council immediately with all voting rights and privileges of that office.

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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD
RESOLUTION NO. 239-2024**

**ACKNOWLEDGING THE NOTICE OF RESIGNATION OF
CHARITY ZENTMEYER, ADULT SCHOOL CROSSING GUARD**

WHEREAS, pursuant to Resolution 61-2023, the Common Council of the City of Northfield approved the hiring of Charity Zentmeyer for the position of Adult School Crossing Guard commencing February 27, 2023; and

WHEREAS, on November 25, 2024, Charity Zentmeyer submitted notice of resignation to the City of Northfield with an effective date of December 9, 2024.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Northfield does hereby memorialize the notice of resignation of Charity Zentmeyer from the position of Adult School Crossing Guard, effective December 9, 2024; and

BE IT FURTHER RESOLVED that Ms. Zentmeyer's last day of work was December 6, 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 Northfield, held this 17th day of December, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 240-2024**

**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 Maria Jimenez Tejada was received; and

WHEREAS, after the interview, the recommendation to hire Maria Jimenez Tejada was made by Lieutenant of Police, Robert Dever.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the hiring of Maria Jimenez Tejada effective Wednesday, December 18, 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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 241-2024**

**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 Brenda Morgenweck was received; and

WHEREAS, after the interview, the recommendation to hire Brenda Morgenweck was made by Lieutenant of Police Robert Dever.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that the hiring of Brenda Morgenweck effective Monday, January 6, 2025, 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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 242-2024**

**AUTHORIZATION TO CREATE MUNICIPAL LIEN FOR
PROPERTY MAINTENANCE COSTS**

WHEREAS, the City of Northfield Code Enforcement Officer has notified the owners of the property listed below of violations of the City of Northfield Property Maintenance Code:

Block	Lot	Property Address	Amount
50	1	533 Chestnut Avenue	\$337.28

WHEREAS, pursuant to Article II of Chapter 268 of the City of Northfield Municipal Code entitled “Property Maintenance”, notice of the violations and the need to abate was served via regular and certified mail to the owner of the property listed above; and

WHEREAS, the owner of the property listed above has failed to comply with said notices; and

WHEREAS, the Public Works Department of the City of Northfield was instructed to remedy the violation and submit the associated costs of bringing the property into compliance with Article II, chapter 268 of the City of Northfield Municipal Code concerning Property Maintenance; and

WHEREAS, the Superintendent of the Public Works Department of the City of Northfield submitted bills to the Tax Collector in the amounts listed above for the property.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Northfield, Atlantic County, New Jersey that the Tax Collector is directed to attach a lien on the property for the costs associated with bringing the property into compliance with the City’s Property Maintenance Code.

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 on this 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

Block 50 Lot 1

City of Northfield
Public Works Department
775 West Mill Road Northfield, NJ 08225

609-641-7610

609-641-0164 Fax

Qwin Vitale, CPWM, CSO
Public Works Superintendent
Extension - 201

Chris Prychka
Code Enforcement Officer
City Of Northfield

11/21/2024

As directed we have cut and removed tree blocking stop sign line of sight at 533 Chestnut Avenue
Please find cost of this project listed below.

1. Superintendent (QV)	\$94.93	1 Hour
2. Operator (BH)	\$70.21	1 Hour
3. Laborer (MM)	\$55.47	1 Hour

Sub total \$220.61

1. Loader (8571)	\$58.73	1 Hour
2. Dump Truck (8720)	\$55.98	1 Hour
3. Chainsaw (8187)	\$1.96	1 Hour

Sub total \$116.67

TOTAL \$337.28

Sincerely,

Qwin Vitale
Public Works Superintendent
City of Northfield

Please make check payable to City of Northfield
1600 Shore Road Northfield, NJ 08225
Attn: Tax Collector



City of Northfield

Code Enforcement

1600 Shore Road, Northfield, New Jersey 08225

Notice of Violation

Sent via regular and certified mail

Date: October 16, 2024

Abate By: October 28, 2024

**Respondent: US Bank Trust NA
3630 Peachtree Rd NE-1500
Atlanta, GA 30326**

**Site: 533 Chestnut Avenue
Northfield, NJ 08225**

I have received a complaint of bushes belonging to you extending into the roadway on Chestnut Avenue. I checked and see that they are hanging over the roadway causing a road obstruction. Any bush on your property extending past your property needs to be removed or trimmed so that no growth extends into the roadway. Please make sure it is completed by the date above to avoid any fines. Thank you.

In accordance with the Code of the City of Northfield, your property was inspected and found to be in violation of Chapter 268, Property Maintenance, Article II. Brush Trash and Debris.

Code Code Description

268-6 The Zoning Officer of the City of Northfield and anyone acting under his authority may require the owner or tenant of a dwelling lying within the City of Northfield, when necessary and expedient for the preservation of public health, safety or general welfare or to eliminate a fire hazard, to remove from such lands or dwelling brush, weeds (including ragweed), dead and dying trees, stumps, roots, obnoxious growth, filth, garbage, trash and debris.

Specifically: Tree branches obstructing sidewalk must be removed and properly disposed of.

268-7 Notice to remove.

The Zoning Officer and anyone acting under his authority shall provide to the owner and/or tenant 10 days' written notice to remove or destroy same. In cases where the owner or tenant shall refuse and neglect to remove or destroy same in a manner within the time prescribed above, it shall be deemed a violation of this article.

268-8 Violations and penalties.

The penalty for violation of any provision of this article shall be as set forth in Chapter 1, General Provisions, § 1-15. Any such penalty shall be in addition to the costs incurred in cutting and removing said brush, debris or other items. For the purposes of this article, each day in which said condition exists after the expiration of the notice shall be deemed or constitute a separate offense under this article, and separate complaints may be filed for each such offense.

268-9 Failure to remove; associated costs.

In cases where the owner and/or tenant shall fail to remove said brush, weeds (including ragweed), dead and dying trees, stumps, roots, obnoxious growth, filth, garbage, trash and debris, the same must be removed within the direction of the Zoning Officer or his representative from the City of Northfield. Said Zoning Officer or his representative shall certify the cost thereof to the governing body of the City of Northfield, which shall examine the certificate and, if found correct, shall cause the cost as shown thereon to be charged against the property. The amount of said charge shall forthwith become a lien upon such lands and shall be added to and become in form part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced by the Tax Collector in the same manner as taxes.

Failure to comply with this notice can result in a summons being issued and a mandatory court appearance will be required. Additionally, if the issue is not corrected by the listed abate date, The City of Northfield Public Works or an independent contractor may be assigned to provide the necessary maintenance and a tax lien will be placed on your property.

If you have any questions, please call the office at (609) 641-2832 EXT. 140 or email: code@cityofnorthfield.org

Code Enforcement Officer Prychka
City of Northfield Code Enforcement
(609) 641-2832 EXT. 140



City of Northfield

Code Enforcement

1600 Shore Road, Northfield, New Jersey 08225

Violation Complaint

Date: November 27, 2024

Respondent: US Bank Trust NA
3630 Peachtree Rd NE-1500
Atlanta, GA 30326

Site: 533 Chestnut Ave
Northfield, NJ 08225

In accordance with the Code of the City of Northfield, your property was inspected and found to be in violation of Chapter 268, Property Maintenance, Article II. Brush, Trash, and Debris, after the set abatement date of October 28th. The tree caused significant safety concerns, as it both impeded the roadway, and fully blocked a stop sign. The required maintenance has been completed by the City of Northfield Public Works department; however, you are required to continue to keep the property in compliance. You have been issued a summons, sent with this letter. Also enclosed are the initial costs associated, that will be in the form of a tax lien against your property. Please contact the tax office prior to submitting payment for an updated total, as there will likely be interest costs associated.

There will not be any further notice given, but subsequent violations will be addressed by the public works department with additional liens against the property, and additional summonses will be sent.

Please contact me with any questions. Email is best, as I have a limited schedule in the office.

Code Enforcement Officer Prychka
City of Northfield Code Enforcement
code@cityofnorthfield.org
(609) 641-2832 EXT. 140

Code Officer

From: Code Officer
Sent: Wednesday, November 20, 2024 2:15 PM
To: Qwin Vitale
Subject: Bush impeding roadway
Attachments: Notice of Violation 533 Chestnut Avenue 10-16-24.docx

Good afternoon,

I have attached the notice of violation for 533 Chestnut Ave. The owner has not complied with the notice sent via certified and regular mail by the abate date of October 28, 2024 and I am requesting that the bush be cut or removed, if necessary, by the city. Not only is the bush impeding roadway, but it is also fully blocking the stop sign. Both issues need to be addressed. Please send me all the associated costs when it is completed so I can have a lien placed on the property. Please let me know if you need anything else from me.

Thank you,

Chris

Chris Prychka
City of Northfield Code Enforcement Officer
code@cityofnorthfield.org

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 243-2024**

**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 157 LOT 26 (120 E. OAKCREST AVENUE)**

WHEREAS, Gail G. Vineyard acquired title to Block 157 Lot 26 (120 E. Oakcrest Avenue) on October 11, 2024; and

WHEREAS, Gail G. Vineyard is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30;

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 157 Lot 26 (120 E. Oakcrest Avenue) for 2024 which should be cancelled pursuant to N.J.S.A. 54:4-3.30; 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

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, is hereby authorized to cancel taxes on Block 157 Lot 26 (120 E. Oakcrest Avenue) as follows due to the fact that said property is exempt:

\$1,883.18 for the year of 2024

\$5,576.58 for the year 2025

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30 and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to CORELOGIC 3001 Hackberry Road, Irving, TX 75063-0156, for Block 157 Lot 26, 120 E. Oakcrest Avenue, Northfield NJ 08225:

\$1,883.18 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 17th day of December, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 244-2024**

**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 77 LOT 24 (118 W. REVERE AVENUE)**

WHEREAS, Paul J. Woodring, III acquired title to Block 77 Lot 24 (118 W. Revere Avenue) on December 16, 2021; and has been approved effective November 1, 2024; and

WHEREAS, Paul J. Woodring, III is qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30;

WHEREAS, it has been brought to the attention of the City of Northfield that there are taxes assessed on Block 77 Lot 24 (118 W. Revere Avenue) for 2024 which should be cancelled pursuant to N.J.S.A. 54:4-3.30; 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

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, is hereby authorized to cancel taxes on Block 77 Lot 24 (118 W. Revere Avenue) as follows due to the fact that said property is exempt:

\$981.32 for the year of 2024

\$2,905.93 for the year 2025

2. The Chief Financial Officer and other appropriate officials, pursuant to N.J.S.A. 54:4-3.30 and N.J.S.A. 54:4-3.32, are hereby authorized to refund taxes to CORELOGIC 3001 Hackberry Road, Irving, TX 75063-0156, for Block 77 Lot 24, 118 W. Revere Avenue, Northfield NJ 08225:

\$981.32 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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 245-2024**

PARTICIPANT'S RESOLUTION FOR LEAP IMPLEMENTATION GRANT

WHEREAS, the State of New Jersey has appropriated \$6 million for Shared Services and School District Consolidation Study and Implementation Grants to assist local units with the study, development, and implementation of new shared and regional services; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the Local Efficiency Achievement Program (LEAP) to support costs associated with shared service implementation to ensure that meaningful, efficiency-generating initiatives are not hindered by short term transitional expenses; and

WHEREAS, Atlantic County government, acting as the lead entity, and Buena Borough, Borough of Folsom, City of Linwood, City of Northfield, City of Pleasantville, City of Somers Point and the Atlantic County Improvement Authority, as participating local units, propose to enter into a shared services agreement for web hosting and design based in a Content Management System, but face certain expenses associated with implementation that present a burden to the local units; and

WHEREAS, this shared services agreement will allow the participating units to utilize elements of Atlantic County government's existing Content Management System platform to manage content, enhance cybersecurity, meet ADA-compliance requirements, and promote greater citizen engagement for the benefit of residents and customers of each participating local unit; and

WHEREAS, the participants named above will continue to have their own independent website domain names, site search and SSL security certificates with a choice of design and development options in a Content Management System that will allow multiple contributors to create, edit and publish content; and

WHEREAS, as the lead agency in this effort, Atlantic County government has agreed to submit the application to DLGS on behalf of all participating units; and **NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Northfield that the City of Northfield does hereby join with Atlantic County government and the participating units named above in applying for a LEAP Implementation Grant in the amount of \$86,207 over a 5-year term to support implementation of this shared service.

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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 246-2024**

**WORK CHANGE ORDER NO. 1 – CONTRACT FOR IMPROVEMENTS
TO THE LITTLE LEAGUE BASEBALL FIELD**

WHEREAS, pursuant to Resolution of Council No. 234-2024, the City of Northfield did award a contract for the conversion of its Little League Baseball field to a 50/70 field and did enter into a contract with Georgia Golf Construction, in the amount of \$40,174.00; and

WHEREAS, during execution process, changes in the contract were requested by Councilman Greg Dewees which resulted in changes to the as-built quantities pursuant to Exhibit A, attached; and

WHEREAS, the net effect of these changes does not change the contract price of \$40,174.00.

NOW, THEREFORE, BE IT RESOLVED that the contract with Georgia Golf Construction for conversion of the Northfield Little League Field to a 50/70 field be and is hereby amended to reflect changes in the as-built quantities as incorporated herein pursuant to Exhibit A; and

BE IT FURTHER RESOLVED that the contract price of \$40,174.00 remains unchanged.

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 17th day of December, 2024.

Mary Canesi, RMC, Municipal Clerk

**DEBLASIO &
ASSOCIATES**
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

December 10, 2024

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

**Re: City of Northfield, Atlantic County, NJ
Little League Field Rehabilitation
D&A File #: NC-C-009**

Dear Ms. Canesi:

Enclosed please find three (3) copies of **CHANGE ORDER NO. 1-Final** regarding the above referenced project for review and approval. Upon execution, please return two (2) copies to our office.

Please note that this change order reflects the following:

1. As-Built Quantity Adjustments.

Please note this change order is a no cost change order therefore does not change the original contract amount of \$40,174.00.

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: Greg Dewees, Councilman (via email)
Dawn Stollenwerk, CFO (via email)
Nancy Mauro, P.E. (via email)

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 247-2024**

**AMENDING MINIMUM AGE REQUIREMENTS FOR THE POSITION
OF POLICE OFFICER IN THE CITY OF NORTHFIELD**

BE IT RESOLVED, that pursuant to NJSA 40A:14-127, no person shall be appointed as a member or officer of the police department or force in any municipality who is under 21 or over 35 years of age.

BE IT FURTHER RESOLVED, that the desired minimum qualifications for the official job description for the position of Police Officer in the City of Northfield be and are hereby amended 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 of Northfield, held this 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 248-2024**

**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. 10:4-12b(4), REGARDING CONTRACT NEGOTIATIONS
BETWEEN THE CITY OF NORTHFIELD AND THE NORTHFIELD
PROFESSIONAL FIREFIGHTERS ASSOCIATION, LOCAL NO. 2364**

WHEREAS, the Common 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 Common Council of the City of Northfield to discuss in a session not open to the public certain matters relating to items authorized by NJSA 10:4-12b(4), specifically, the contract negotiations between the City of Northfield and the Northfield Professional Firefighters Association, Local No. 2364, and an updated to be provided to the Common Council by the City's Labor Attorney.

NOW THEREFORE, BE IT RESOLVED by the Common 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 Common Council of Northfield, held this 17th day of December, 2024.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 249-2024**

**APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE
CITY OF NORTHFIELD AND INTERNATIONAL ASSOCIATION OF
FIRE FIGHTERS LOCAL 2364 EFFECTIVE JANUARY 1, 2025,
THROUGH DECEMBER 31, 2028 AND AUTHORIZING EXECUTION OF
A FINAL AGREEMENT CONSISTENT WITH SAME**

WHEREAS, the City of Northfield (the City) and the International Association of Firefighters, Northfield Professional Firefighters Association Local 2364 (the IAFF) are parties to a collective negotiations agreement which will expire December 31, 2024; and

WHEREAS, negotiations have been ongoing with for a successor agreement; and

WHEREAS, the parties have agreed to the terms and conditions for a successor agreement which are set forth in the Memorandum of Agreement between the parties, covering the period January 1, 2025, through December 31, 2028, a copy of which is attached hereto; and

WHEREAS, the IAFF has ratified the terms of the Memorandum of Agreement; and

WHEREAS, the City has reviewed the terms of the Memorandum of Agreement during an executive session of the City on December 17, 2024, and desires to approve same.

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

1. The terms of the preamble are hereby restated as if set forth herein.
2. The Memorandum of Agreement between the City of Northfield and the International Association of Fire Fighters, Northfield Professional Firefighters Association Local 2364, effective January 1, 2025, through December 31, 2028, is hereby approved, and a copy of said Agreement is hereby annexed to this Resolution.
3. The terms of the Memorandum of Agreement shall be incorporated into a final agreement subject to editing by City Labor Counsel and Counsel for the IAFF and the Mayor is hereby authorized to execute the said Agreement on behalf of the City of Northfield.
4. All other employees and officers of the City are hereby authorized to act in accordance with the terms of the 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 17th day of December 2024.

Mary Canesi, RMC, Municipal Clerk

ENGINEER'S REPORT

Engineer's Report

To: Mayor & Council
City of Northfield

From: Marc DeBlasio, P.E., P.P., C.M.E.
City Engineer

Cc: Mary Canesi, Clerk (via email)
Dawn Stollenwerk, CFO (via email)
Qwin Vitale, Superintendent of Public Works (via email)
Nancy Mauro, P.E. (via email)

Date: December 17, 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.
 - Next phase is for the City to authorize DeBlasio for an engineering study.
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.
 - The City was awarded \$229,190.00 on November 13, 2024 for this project. Total project cost estimate is \$355,824.70.

Engineering

1. Street Excavation and Sidewalk Ordinance
 - Our office was asked to review and revise the street excavation and sidewalk ordinance. We have been coordinating with the City to update this ordinance.
 - Our office sent a draft ordinance to the City on May 21, 2024.
 - Our office met with the City on July 15, 2024 to review City revisions and comments.
 - The second draft of the ordinance was sent to the City on September 4, 2024.
 - Final draft of the ordinance was sent to the City on November 18, 2024.
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.
 - The City will coordinate a meeting with the County to discuss traffic control plan alternatives.
 - Our office met with City and County representatives on November 15, 2024. The County agreed that the traffic plan could be revised and will allow Northfield Police to provide traffic control where needed. Our office will revise plans and specifications for rebid.

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, DeBlasio 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 DeBlasio. 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.
- DeBlasio will revise their original estimate to include all anticipated site plan engineering costs including anticipated permit fees, with a not to exceed amount as directed by City council.
- Our office transmitted a proposal to the City on December 10, 2024.

6. Little League Field 50/70 Redesign

- DeBlasio surveyed and prepared a site plan of the little league field to be converted to a 50/70 field.
- On September 20, 2024, DeBlasio met on site with representatives from the City, the Northfield Little League, and preferred contractor to discuss scope of project.
- Work to be completed includes removal of existing infield/outfield grass to 50/70 dimensions, relocation of existing sprinkler heads, placements of new infield material, placements of sod, placement of new bases and pitcher's mound, and realignment of foul lines. Maximum budget for project is \$44,000, and work is to be completed by November.
- Securing a contractor for the project can be completed in two ways: The first is the City issues RFQs for contractors to submit bids. The second is for the City to join the ED-DATA cooperative and contract directly with the contractor at a cost savings of \$14,000.
- The City resolved to join the ED-DATA cooperative at the October 29, 2024 council meeting.
- Work began on December 23, 2024 and the project was completed on December 6, 2024.

7. Burton Avenue and New Road Easement Survey

- The City requested DeBlasio & Associates prepare a proposal for the survey of the easement at Burton Avenue and New Road to establish boundary lines to address neighboring property owner's concerns over responsibility of addressing encroachment of invasive plant species. The proposal will be submitted by October 31, 2024.