

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
DECEMBER 14, 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), will be held in-person and as a remote public meeting (live-streamed) using Zoom conferencing service. Due to continued 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 December 14, 2021 at www.cityofnorthfield.org to determine current seating availability. 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 December 14, 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/88220130187> or by telephone using One tap mobile +16465588656,,88220130187# or direct dial +1 646 558 8656 using Meeting ID: 882 2013 0187. 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, 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 December 14, 2021.

FLAG SALUTE

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

MAYOR: Chau

APPROVAL OF MINUTES – November 23, 2021

MAYOR’S REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
DECEMBER 14, 2021**

RESOLUTIONS

- 202-2021** Authorizing Refund of Construction Permit Fees
- 203-2021** A Resolution Approving a Memorandum of Agreement Between the City of Northfield and the Northfield Professional Firefighter’s Association, Local No. 2364
- 204-2021** Authorizing Refunds of Overpayment of Property Taxes
- 205-2021** Authorization to Hire Part Time Zoning Officer
- 206-2021** Resolution Authorizing the Award of a Contract without Public Advertisement for Bids, and in Accordance with N.J.S.A 19:44A-20.5, for the Purchase of Light Towers for the City of Northfield Office of Emergency Management
- 207-2021** Authorizing Release of Performance Guarantees and Inspection Escrows, and Waiver of Maintenance Guarantee, for Block 24, Lot 22.01
- 208-2021** Replacing Resolution 201-2021 LEAP Implementation Grant
- 209-2021** Award of Contract for General Repairs and Construction of Sanitary Sewer and Stormwater Facilities
- 210-2021** A Resolution To Cancel Grant Balances
- 211-2021** A Resolution to Request Street Lighting Installation and Upgrades from Atlantic City Electric
- 212-2021** A Resolution to Request Street Lighting Installation and Upgrades from Atlantic City Electric
- 213-2021** Governor’s Council On Alcoholism And Drug Abuse Fiscal Grant Cycle July 2022 – June 2023
- 214-2021** A Resolution Authorizing the Northfield Fire Department to Apply for and Obtain a Grant from the Federal Emergency Management Agency (FEMA)

PAYMENT OF BILLS \$ 1,192,909.66

MEETING NOTICES

City Council January 4th 7pm Reorganization Meeting

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 202-2021**

AUTHORIZING REFUND OF CONSTRUCTION PERMIT FEES

WHEREAS, the Northfield Building Department did collect fees from and issue permit number 20210217 to GreenLife Energy Solutions for the installation of a water heater and energy recovery ventilator at 200 Mt. Vernon Avenue; and

WHEREAS, the property owner has opted not to pursue the installation, and GreenLife Energy Solutions has requested refunds of applicable fees collected by the City of Northfield for the job that has been canceled; and

WHEREAS, the Building Department did collect fees in the amount of \$30.00 for the portion of the job that has been canceled; and

WHEREAS, the \$30.00 in fees collected for the installation of a water heater and energy recovery ventilator shall be reduced by the nonrefundable review fee of \$6.00, for a total refund due of \$24.00.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Northfield authorizes the refund of \$24.00, to GreenLife Energy Solutions, 6754 Washington Avenue, Egg Harbor Township, NJ 08234.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 203-2021**

**A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF NORTHFIELD AND THE NORTHFIELD
PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL NO. 2364**

WHEREAS, the City of Northfield (the City) and the Northfield Professional Firefighters Association Local Union #2364 (the NPFA Local 2364) are parties to a Collective Negotiations Agreement covering the period January 1, 2020 through December 31, 2024 [1] (the current CNA); and

WHEREAS, on or about December 15, 2020, the parties entered into a Memorandum of Agreement which temporarily altered the terms and conditions of that agreement; and

WHEREAS, the Memorandum of Agreement provided that the City would re-visit the issue of whether those temporary terms and conditions needed to be extended and notify the NPFA of its decision on or before December 1, 2021; and

WHEREAS, the City has received a request from the NPFA that the terms and condition of that temporary MOA be extended for a period of one year; and

WHEREAS, the City has considered that request and determined, based on a variety of factors, that it is in agreement with this request; and

WHEREAS, the parties wish to memorialize this extension by way of a revised Memorandum of Agreement.

Now Therefore, Be It Resolved:

1. The preamble set forth above is incorporated herein by reference as if restated.
2. The terms of the Memorandum of Agreement as attached are hereby approved.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the said Agreement on behalf of the City of Northfield.

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 14th day of December 2021.

Mary Canesi, RMC, Municipal Clerk

[1] Contingent upon certain conditions set forth in the Agreement

Resolution No. 203-2021, Attachment

MEMORANDUM OF AGREEMENT

**CITY OF NORTHFIELD
AND
NORTHFIELD PROFESSIONAL FIREFIGHTERS ASSOCIATION
LOCAL UNION #2364
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS
AFL-CIO**

WHEREAS, the City of Northfield (the City) and the Northfield Professional Firefighters Association Local Union #2364 (the NPFA Local 2364) are parties to a Collective Negotiations Agreement covering the period January 1, 2020 through December 31, 2024¹ (the current CNA); and

WHEREAS, the current CNA specifically sets forth the employee work schedule and hours of work at Article 19; and

WHEREAS, the current CNA also sets forth other terms and conditions of employment for employees of the NPFA Local 2364, including but not limited to accrued leave time; and

WHEREAS, on or about September 15, 2020, the City and the NPFA Local 2364 entered into a Memorandum of Agreement (the MOA) altering those terms on a temporary basis in light of the Public Health Emergency in the State of New Jersey created by the Coronavirus disease 2019 (“COVID-19”); and

WHEREAS, on or about December 16, 2021, the City and the NPFA Local 2364 entered into a new Memorandum of Agreement setting forth terms and condition of employment on a temporary basis, with the MOA set to expire on December 31, 2021, unless renewed; and

WHEREAS, the terms of the December, 2020, MOA state that “The City will notify the NPFA no later than December 1, 2021 if the City intends to extend this amended schedule beyond December 31, 2021.”; and

WHEREAS, Council discussed extending the December, 2020, MOA in closed session on November 23, 2021 and desire to continue the terms for an additional one year period, subject to the same terms and conditions as set forth in the December, 2020 MOA; and

WHEREAS, the City and NPFA wish to memorialize a new agreement.

NOW THEREFORE the parties agree as follows:

1. The statements of the preamble are restated and incorporated in full.

¹ Contingent upon certain conditions set forth in the Agreement

2. The terms and conditions of the Memorandum of Agreement between the parties approved by Council on December 16, 2021, is hereby extended until December 31, 2022 and all terms, including the preamble, are incorporated in full in this Memorandum of Agreement.
3. The City anticipates that this temporary amended schedule will be in place until December 31, 2022. However, the City and NPFA agree that the City, in its sole discretion, may revoke this Agreement at any time. In that case, the schedule will revert to its prior form under the current CNA.
4. The City will notify the NPFA no later than December 1, 2022 if the City intends to extend this amended schedule beyond December 31, 2022.
5. If no extension is provided by the City, it is understood that schedule, and all other terms, will revert to its prior form under the current CNA, effective January 1, 2023.
6. This Memorandum of Agreement shall not be construed in any way as the City waiving any of its managerial rights, nor shall it be construed as the NPFA waiving any of its rights.
7. Other provisions of the current CNA not specifically mentioned in the December 2020 MOA that may be inconsistent with this schedule change will be read to ensure consistency with this change. Nevertheless, the parties do agree that this temporary schedule is neither meant to reduce nor enhance any benefit previously negotiated or provided in the CNA and the parties shall conduct themselves accordingly.
8. All other provisions of the current CNA will remain in full force and effect.

CITY OF NORTHFIELD

NPFA LOCAL 2364

BY:



BY:

Date:

Date: 12/8/21

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 204-2021**

AUTHORIZING REFUNDS OF OVERPAYMENT OF PROPERTY TAXES

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

REFUND TO	BLK	LOT	PROPERTY ADDRESS	REFUND AMOUNT
Justis, Frances P 100 West Mill Road Northfield, NJ 08225	87	4	100 W Mill Road	\$1,529.42
Goetz, David M 1223 Shore Road Northfield, NJ 08225	122	20	1223 Shore Road	\$1,609.13
Toth, Jeffery 29 Henry Drive Northfield, NJ 08225	15	3	29 Henry Drive	\$250.00

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

Michele L. Kirtsos, CTC

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Common Council of the City of Northfield, held this 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 205-2021**

AUTHORIZATION TO HIRE PART TIME ZONING OFFICER

WHEREAS, the need exists to hire a part-time Zoning Officer for the City of Northfield; and

WHEREAS, Rami Nassar has applied for and is qualified for the position; and

WHEREAS, having first been satisfied that the applicant has the necessary qualifications required for the position, Construction Official Richard Stevens and Councilman Paul Utts have recommended that Rami Nassar be hired as part time Zoning Officer for the City of Northfield.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that Rami Nassar be and is hereby hired for the position of part time Zoning Officer, commencing on December 15, 2021, and subject to understanding and/or completion of the following:

1. Not eligible for health benefits or vacation time
2. Eligible for earned sick leave in accordance with the NJ paid sick leave law
3. Policies and Procedures of the City of Northfield
4. Successful completion of background check

IT IS FURTHER RESOLVED that compensation for Rami Nassar shall be \$7,300.00 per annum.

BE IT FURTHER RESOLVED, that 2021 compensation for Rami Nassar shall be prorated based on date of hire.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 206-2021**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT
WITHOUT PUBLIC ADVERTISEMENT FOR BIDS, AND IN
ACCORDANCE WITH N.J.S.A 19:44A-20.5, FOR THE PURCHASE OF
LIGHT TOWERS FOR THE CITY OF NORTHFIELD OFFICE OF
EMERGENCY MANAGEMENT**

WHEREAS, the City of Northfield has a need to acquire light towers for emergency services, without publicly advertising for bids and pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and,

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

WHEREAS, Modern Group Ltd. has submitted a proposal dated November 18, 2021 indicating they will provide (2) LED Light Towers for a total price of \$24,080, which was the most advantageous price; and

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

WHEREAS, as required by *N.J.A.C. 5:30-5.4* the Chief Financial Officer has certified that funds are available in Ordinance 05-2021, budget account C-04-55-021-401.

NOW THEREFORE, BE IT RESOLVED that the Common Council of the city of Northfield authorizes the Chief Financial Officer and/or Municipal Clerk to enter into a contract with Modern Group, Ltd. as described herein; and,

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

I, Mary Canesi, Municipal Clerk of the City of Northfield do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 207-2021**

**AUTHORIZING RELEASE OF PERFORMANCE GUARANTEES AND
INSPECTION ESCROWS, AND WAIVER OF MAINTENANCE
GUARANTEE, FOR BLOCK 24, LOT 22.01**

WHEREAS the owner of Block 24, Lot 22.01, has requested that their Performance Bond and cash Performance Guarantee be released; and

WHEREAS, the Municipal Planning Board Engineer has inspected the improvements and has found that project is complete and was done in substantial compliance with the requirements of the approved site plan; and

WHEREAS, the Municipal Planning Board Engineer's recommendation is to release the Performance Guarantees, posted in the form of a Letter of Credit in the amount of \$89,937.00, and \$9,993.00 in cash; and

WHEREAS, it is the recommendation of the Municipal Planning Board Engineer that the 2-year Maintenance Guarantee be waived; and

WHEREAS, the \$1,720.00 in remaining inspection escrow funds is no longer needed and may be refunded.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that Performance Guarantee, posted in the form of a Letter of Credit in the amount of \$89,937.00, be released, and that the \$9,993.00 cash guarantee, plus applicable interest, and \$1,720.00 remaining in the inspection escrow account, be refunded to Nikmehr Properties, LLC, 301 Central Avenue, Suite B, Egg Harbor Township, NJ 08234.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 208-2021**

**REPLACING RESOLUTION 201-2021
LEAP IMPLEMENTATION GRANT**

WHEREAS, the State of New Jersey has allocated \$150,000 within each county for a statewide total of \$3.15 million in Local Efficiency Achievement Program (LEAP) funds to promote innovation among peer local units across New Jersey, and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) administers the LEAP grant program; and

WHEREAS, the LEAP Implementation Grant exists to challenge municipalities and counties to collaborate on more extensive partnership and collaborations to produce efficiencies through shared services; and

WHEREAS, the County of Atlantic and the City of Northfield have determined to apply for a LEAP Implementation Grant through the State of New Jersey Local Efficiency Achievement Program in the amount of \$65,202.50; and

WHEREAS, the County of Atlantic has agreed to be the lead agency in this program; and

WHEREAS, the State of New Jersey has made LEAP grants available to assist local units to study, develop and implement new shared services initiatives; and

WHEREAS, the purpose of the project submitted in this grant application is intended to provide benefits to the participant local units' residents through the sharing of Trailer Mounted Attenuators and Arrow Boards, which are pieces of safety apparatus designed for use in road work zones and which enhance safety for drivers, workers and pedestrians by absorbing the impact of high or low speed crashes.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Northfield, that the City of Northfield does hereby join with the County of Atlantic in applying for a LEAP Implementation grant to support undertaking this endeavor.

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 14th day of December 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 209-2021**

**AWARD OF CONTRACT
FOR GENERAL REPAIRS AND CONSTRUCTION
OF SANITARY SEWER AND STORMWATER FACILITIES**

WHEREAS, there is a need for the services of a professional contractor to perform general repairs and construction of the City of Northfield Sanitary Sewer and Stormwater facilities on occasions when the need for said services is beyond the manpower and equipment capabilities of the City of Northfield; and

WHEREAS, specifications for general repairs and construction of the City of Northfield Sanitary Sewer and Stormwater facilities were prepared by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC, and pursuant to N.J.S.A. 40A:11-1 et seq, bids were publicly advertised; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 11:00am on Thursday, November 23, 2021 from the following:

Bidder	Bid Amount
Lafayette Utility Construction Co.	\$499,345.00
West Bay Construction, Inc.	\$791,125.00
Arthur R. Henry, Inc.	\$828,642.00

WHEREAS, after review of the proposals, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended to the Common Council of the City of Northfield that the contract be awarded to Lafayette Utility Construction Company, Inc. based on their low bid of \$499,435.00 for a 2-year period.

BE IT RESOLVED that the Common Council of the City of Northfield accepts the proposal of Lafayette Utility Construction Company, Inc., in the amount not to exceed \$499,345.00.

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

I BE IT FURTHER RESOLVED, the funds will be encumbered by purchase order on an as needed basis, as required by pursuant to N.J.A.C 5:30-5.4.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 210-2021**

A RESOLUTION TO CANCEL GRANT BALANCES

WHEREAS, certain Grant balances remain on the City's balance, and it has been determined that they are no longer required; and

WHEREAS, it is necessary to formally cancel said balances; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Northfield, County of Atlantic that the following unexpended appropriation and receivable balances of the Grant Fund be canceled:

Grant	Receivable	Appropriation	Match
2020-2021 Alliance	\$2,152.01	\$2,152.01	0

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 14th day of December 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 211-2021**

**A RESOLUTION TO REQUEST STREET LIGHTING INSTALLATION
AND UPGRADES FROM ATLANTIC CITY ELECTRIC**

WHEREAS, a request has been made from a resident of Merritt Drive for enhancements to the street lighting in the vicinity 2308 Merritt Drive; and

WHEREAS, Merritt Drive is a Municipal roadway; and

WHEREAS, Chief Paul Newman, Northfield Police Department viewed the area and found that requests for enhancements to the street lighting in the area were reasonable; and

WHEREAS, based on information obtained from Atlantic City Electric, Chief Paul Newman has recommended the following:

Location	Pole #	Action to be Authorized	One-Time Cost	Annual Usage Cost +/-
2308 Merritt Dr.	P30005	Add 70LED fixture (CSL Tariff)	\$ 843.00	\$ 72.00

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the recommendations made by Chief Paul Newman and stated herein be and are hereby approved and shall be sent to Atlantic City Electric for consideration.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 212-2021**

**A RESOLUTION TO REQUEST STREET LIGHTING INSTALLATION
AND UPGRADES FROM ATLANTIC CITY ELECTRIC**

WHEREAS, a request has been made from a resident of Argo Lane for enhancements to the street lighting on that street; and

WHEREAS, Argo Lane is a Municipal roadway; and

WHEREAS, Chief Paul Newman, Northfield Police Department viewed the area and found that the request for enhancements to the street lighting in the area was reasonable; and

WHEREAS, based on information obtained from Atlantic City Electric, Chief Paul Newman has recommended the following:

Location	Argo Lane, approaching 1st Fairway on south side	
Pole #	P53017	
Action	Add 70LED Fixture (CSL Tariff)	
One Time Costs:		
Additional Service Line	\$	1,200.00
Light and Installation	\$	863.00
Annual Energy Cost	\$	72.00

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield that the recommendations made by Chief Paul Newman and stated herein be and are hereby approved and shall be sent to Atlantic City Electric for consideration.

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 14th day of December, 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 213-2021**

**GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL
GRANT CYCLE JULY 2022 – JUNE 2023**

FORM IB

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Common Council of the City of Northfield, County of Atlantic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefor has an established Municipal Alliance Committee; and,

WHEREAS, the Common Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Common Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Atlantic.

NOW, THEREFORE, BE IT RESOLVED that the City of Northfield, County of Atlantic, State of New hereby recognizes the following:

DEDR	\$ 4,160.14
Cash Match	\$ 1,040.04
In-Kind	<u>\$ 3,120.10</u>
Total	\$ 8,320.28

1. The Common Council does hereby authorize submission of a strategic plan for the Northfield Municipal Alliance grant for fiscal year 2023 in the amounts of:
2. The Common Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Erland Chau, Mayor

CERTIFICATION

I, Mary Canesi , Municipal Clerk of the City of Northfield, County of Atlantic, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a Resolution duly authorized by the Common Council of the City of Northfield on this 14th day of December 2021.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 214-2021**

**A RESOLUTION AUTHORIZING THE NORTHFIELD FIRE
DEPARTMENT TO APPLY FOR AND OBTAIN A GRANT FROM THE
FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)**

WHEREAS, the Northfield Fire Department wishes to apply for and obtain an Assistance to Firefighters grant from the Federal Emergency Management Agency (FEMA) in the amount of \$200,000.00; and;

WHEREAS, said grant monies will fund the purchase of new portable radios and related accessories for each riding position on every Fire apparatus, with a required 5% match in City funds in the amount of \$10,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Northfield, County of Atlantic, State of New Jersey, that the Northfield Fire Department shall submit an application for such a grant in accordance with all pertinent terms, conditions and requirements which may be established for such an application and, further, shall accept and agree to comply with and fulfill each of the understandings and assurances contained in said application.

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 14th day of December, 2021.

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 RN
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

SUBJECT: Engineers Report for December 14, 2021

DATE: December 10, 2021

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. **(12-10-2021) 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. **(12-10-2021) 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. **(12-10-2021) 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 4th. (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 10th with opening scheduled for July 7th. (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 1st. (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 4th and cell tower is being removed on the 15th. (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 17th 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 22nd. (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 6th, the ramp, steps, and new door has been completed, the final inspection is scheduled for the 6th. (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. (9-10-2021) Working on the close out documents to be sent to ACIA for payment. (9-23-2021) Sent all documents to Dawn Stollenwerk. **(12-10-2021) No update.**

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 22nd, 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. **(12-10-2021) 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. (7-10-2020) 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 24th. 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. (11-5-2021) We received the NJDOT Municipal Aid Grant for the reconstruction of Oak Avenue in the amount of \$285,000.00. **(12-10-2021) 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 5th, 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. (9-10-2021) Working with the NJAWC on the covered valves issue. (9-23-2021) NJAWC applied for 6 Street Opening Permits. (11-19-2021) The NJAWC planning to replace the entire water main (approximately 4,400') along Herbert Drive and Shepherd Circle West, also the NJAWC will be replacing the water main along Hemsley Road. **(12-10-2021) No Update.**

NF13-03 Street Opening:

(12-10-2021) 1 street opening permit 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 20th 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 10th. (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 11th, 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 5th. (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 9th. (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. (9-10-2021) the contractor finished 80% of the punch list items. (10-22-2021) Working on the payment request and the final change order. (11-19-2021) Working on the final change order, also we ordered the core sample testing to determine actual asphalt thickness and composition. **(12-10-2021) No Update**

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 16th. (7-10-2020) Project has been advertised for August 4th 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 14th. (10-2-2020) Nothing new to report. (10-16-2020) Contractor is starting the concrete work on Monday the 19th. (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 24th 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 14th 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 10th. (9-10-2021) the contractor started the work on the punch list items on the 8th. (9-23-2021) No Update. (10-8-2021) We ordered the asphalt core testing, so we can prepare the final change order and close out the project with the NJDOT. **(12-10-2021) Received the asphalt testing results, the asphalt material and thickness complies with the plan and specifications.**

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. (9-10-2021) the project has been advertised for bidding. (9-23-2021) No Update. (10-8-2021) We had bid opening on the 5th and I have submitted the recommendation for award for the Council members review and approval. (10-22-2021) We received the Award Concurrence from the NJDOT, so we can move forward with Pre-construction meeting and schedule the work with the contractor. (11-5-2021) The pre-construction meeting is scheduled for November 9th. (11-19-2021) The Contractor will work with Public Works to determine if the existing drainage system needs any additional upgrade. **(12-10-2021) No Update.**

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. (9-10-2021) Contractor will start the pipe cleanup next week he had an issue with the NJAWC allocating a fire hydrant for their use. (9-10-2021) the Contractor is scheduled to start on the 14th. (9-23-2021) Contractor started the pipe cleaning on September 20, 2021. (10-8-2021) The contractor finished cleaning the lines and will start the slip lining on the 11th, project should be completed by October 22nd. (10-22-2021) The project was completed we have an issue with a section of the liner near Roosevelts and Route 9, the Contractor will repair on Monday, total sewer main lined is 4,480'. (11-5-2021) The project has been completed, I still need to review all the videos for the completed work, meanwhile there is a small issue with the main along Roosevelt Avenue near Tilton Road, the Contractor will fix. **(12-10-2021) Received the payment request, and all the prep and post installation videos for our review.**