

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
JANUARY 21, 2020**

**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 January 11, 2020.

**FLAG SALUTE**

**ROLL CALL:**

**Members of City Council:** Dewees, Korngut, Madden, O'Neill, Smith, Utts, Perri

**Mayor:** Chau

**APPROVAL OF MINUTES** – January 7, 2020

**7PM PRESENTATIONS** – Retirement of Municipal Court Administrator, Donna Clark  
Retirement of Special Law Enforcement Officer Class II, Harold Bogie

**7:15PM PRESENTATION, MAYOR'S PROCLAMATION:** Mr. Gerald Butler

**COMMITTEE REPORTS**

**Councilman O'Neill** - Inspections, Code Enforcement, Housing/Zoning; Court/Violations; FAN

**Councilman Utts** – Bike Path, 1<sup>st</sup> Street Playground, Veterans Park; Planning Board; Economic Development / Chamber of Commerce

**Councilwoman Korngut** – Technology/MRHS Channel; Library; Municipal Alliance; Shared Services

**Councilman Dewees** - Buildings/Grounds, includes Athletic Fields; Birch Grove Park

**Councilman Smith**– Finance/Collections; Little League/Babe Ruth; Cultural Committee; Northfield Community School

**Councilwoman Madden** – Fire Department / EMS; Insurance and Safety, Mainland Regional

**Council President** – Public Works: Roads, Engineering, Sewer Operations; Senior Citizens

**MAYOR'S STATE OF THE CITY ADDRESS**

**MAYOR'S REPORT**

**CITY ENGINEER'S REPORT**

**PUBLIC SESSION/FIVE MINUTES PER SPEAKER**

**RESOLUTIONS**

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA  
JANUARY 21, 2020**

All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed by Council, will be enacted by one motion. Any item may be removed from the Consent Agenda at the request of any Council Member and if so removed, will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.

- 36-2020** Resolution of the City of Northfield, County of Atlantic, State of New Jersey, Awarding a Contract to Vendor with State Contract for the Purchase of a Doosan G70WD0-3A-T4F Trailer Mounted Generator
- 37-2020** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with the Preparation of Municipal Stormwater Management Plan and Mapping Outfall Locations
- 38-2020** Amendment to Resolution No. 247-2019 “Work Change Order No. 1 – Final” Reconstruction of Walnut Avenue and a Portion of Maple Avenue
- 39-2020** Amendment to Resolution No. 248-2019 “Work Change Order No. 1 – Final” Reconstruction of Cresson Avenue
- 40-2020** To Approve an Application for Use of Facilities – 10 U Ospreys
- 41-2020** To Approve an Application for Use of Facilities – Northfield Community School
- 42-2020** To Approve an Application for Use of Facilities – 9U Ospreys
- 43-2020** Authorizing Refunds of Overpayment of Taxes
- 44-2020** Reappoint Special Law Enforcement Officer, Class II
- 45-2020** Authorizing the Extension of an Interlocal Agreement between the County of Atlantic and the City of Northfield for the Installation of Sidewalks along a Certain Section of Mill Road (CR 662) in the City of Northfield
- 46-2020** Appointment of Police Chaplain
- 47-2020** Authorization to Hire Temporary Part Time Electrical Inspector
- 48-2020** Authorization to Hire Part Time Firefighter/EMT
- 49-2020** Accumulated Absence Payout
- 50-2020** Accumulated Absence Payout

**PAYMENT OF BILLS** \$ 3,605,638.10

**MEETING NOTICES**

City Council	February 4th	6pm Work Session Regular Session immediately following
--------------	--------------	---

**ADJOURNMENT**

**RESOLUTION NO. 36-2020  
CITY OF NORTHFIELD, NJ**

**RESOLUTION OF THE CITY OF NORTHFIELD, COUNTY OF  
ATLANTIC, STATE OF NEW JERSEY, AWARDING A CONTRACT TO  
VENDOR WITH STATE CONTRACT FOR THE PURCHASE OF A  
DOOSAN G70WD0-3A-T4F TRAILER MOUNTED GENERATOR**

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

In accordance with the requirements of the Local Public Contract Law N.J.S.A 40A:11-12 et seq., and the regulations promulgated thereunder, the following purchase without competitive bids from the following State Contract Vendor is hereby approved:

Warshauer Generator LLC  
800 Shrewsbury Avenue  
Tinton Falls, NJ 07724  
State Contract # T2871

Amount: \$53,500.00

**WHEREAS**, the Chief Financial Officer of the City of Northfield has certified that adequate funds for such contract are available, and a copy of said certification is on file in the office of the Municipal Clerk.

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 21<sup>st</sup> day of January, 2020.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 37-2020**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING  
ENGINEERS TO PROCEED WITH THE PREPARATION OF  
MUNICIPAL STORMWATER MANAGEMENT PLAN AND MAPPING  
OUTFALL LOCATIONS**

**WHEREAS**, Schaeffer, Nassar, Scheidegg Consulting Engineers LLC have submitted expenditure requests outlining professional engineering services that will be provided to the City of Northfield; and

**WHEREAS**, copies of said expenditure requests have been provided to the Common Council of the City of Northfield for their review; and

**WHEREAS**, Common Council has deemed it appropriate to authorize the expenditure of these monies as follows:

<u><b>Project Description</b></u>	<u><b>Estimated Purchase Order Amount</b></u>
Scope of services to include the following: <ul style="list-style-type: none"><li>• Preparation of the Preparation of the municipal stormwater management plan.</li><li>• Map all existing stormwater outfalls and prepare a plan showing the outfall with the GPS coordinates.</li><li>• Work with the Stormwater management coordinator on preparing proper checklists and inspection forms and review proposed ordinances to ensure compliance with the plan.</li></ul>	
<b>Total</b>	<b>\$6,000.00</b>

**WHEREAS**, the funds will be encumbered by purchase order number 19-00930 on an as needed basis and charged against budget line 9-01-20-165-200.

**THEREFORE, IT IS HEREBY RESOLVED** by the Governing Body of the City of Northfield that this Project is approved as submitted by Schaeffer, Nassar, Scheidegg Consulting Engineers.

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 21st day of January, 2020.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 38-2020**

**AMENDMENT TO RESOLUTION NO. 247-2019  
“WORK CHANGE ORDER NO. 1 – FINAL”  
RECONSTRUCTION OF WALNUT AVENUE  
AND A PORTION OF MAPLE AVENUE**

**WHEREAS**, pursuant to Resolution of Council No. 82-2019, the City of Northfield did award a contract for the “Reconstruction of Walnut Avenue and a Portion of Maple Avenue” and did enter into a contract with Arawak Paving Company, Inc., (“Contractor”), for the amount of \$274,800.00; and

**WHEREAS**, on December 17, 2019, pursuant to Resolution No. 247-2019, the Common Council of the City of Northfield did authorize Final Work Change Order No. 1 for this project, and did amend the original contract price from \$274,800.00 to \$277,224.57, a net increase of \$2,424.57 (+.88%); and

**WHEREAS**, due to an error in calculating fuel and asphalt costs, there is a need to once again amend the contract price, from the amended amount of \$277,224.57 to \$276,736.77, a net decrease from the amended contract price in the amount of \$487.80; and

**WHEREAS**, the net effect of this Resolution, and Resolution No. 247-2019 is total increase from the original contract price in the amount of \$1,936.77 (+.70%).

**NOW, THEREFORE, BE IT RESOLVED** that the Contract for “Reconstruction of Walnut Avenue and a Portion of Maple Avenue” be and is hereby amended from the original contract amount of \$274,800.00 to a final amount of \$276,736.77.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a Regular meeting of the Common Council of the City of Northfield, held this 21st day of January, 2020.

---

Mary Canesi, RMC, Municipal Clerk

**CONSTRUCTION CONTRACT**  
**RECONSTRUCTION OF WALNUT AVE & PORTION OF**  
**MAPLE AVE**

**CHANGE ORDER NO. 1 – FINAL - REVISED**

Change Order No.: 1 Final - REVISED

Dated: January 15, 2020

Owner's Project No.: \_\_\_\_\_ (if applicable)

Engineer's Project No.: NF13-38 (if applicable)

Project: Reconstruction of Walnut Ave & Portion of Maple Ave

Owner: City of Northfield, New Jersey

Contractor: Arawak Paving Co., Inc.

Contract Date: April 16, 2019

Contract for the reconstruction of Walnut Ave & portion of Maple Ave located in the City of Northfield, New Jersey

To: Arawak Paving Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the reconstruction of Walnut Ave & Portion of Maple Ave.

**Owner:**  
City of Northfield, New Jersey

**By:** \_\_\_\_\_  
Erland V. Chau, Mayor

**Date:** \_\_\_\_\_

Nature of change: Change in Contract Amount due to the as built quantity being less than Bid Quantities, additional asphalt driveways and fuel and asphalt price adjustments in accordance with NJDOT requirements

Enclosures: State of New Jersey Form SA-1.

Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of \$1,936.77. No change in Contract time.

Contract price prior to this change order: \$274,800.00

Net contract price change (+/-) resulting from this change order: \$1936.77

Current contract price including this change order: \$276,736.77

Contract time prior to this change order: No Change.

Net Contract Time change resulting from this change order: None.

Additional Changes (if any):

The above REVISED changes are approved on the \_\_\_\_ day of January, 2020.

To the extent that the terms and conditions of this Change Order are inconsistent with the terms and conditions of the underlying Contract, the terms and conditions of this Change Order shall control. All other terms and conditions of the underlying Contract including but not limited to insurance, hold harmless and indemnification provisions are ratified and confirmed.

**City Engineer:**  
Schaeffer Nassar Scheidegg Consulting Engineers, LLC

**Contractor:**  
Arawak Paving Co., Inc..

By:   
Rami Nassar, P.E.

By: \_\_\_\_\_  
Anna Rivera, Contract Administrator

Date: 1-16-20

Date: \_\_\_\_\_

**NEW JERSEY DEPARTMENT OF TRANSPORTATION  
DIVISION OF LOCAL GOVERNMENT SERVICES  
AND ECONOMIC DEVELOPMENT  
CHANGE ORDER # FINAL - REVISED  
STATE AID PROJECT**

<b>Project</b>	<u>Reconstruction of Walnut Ave</u>
<b>Municipality</b>	<u>City of Northfield</u>
<b>County</b>	<u>Atlantic</u>
<b>Contractor</b>	<u>Arawak Paving Company, Inc.</u>


**In accordance with the project Supplementary Specification, the following are changes in the contract.  
Location and Reason for Change (Attach additional sheets if required)  
All items reflect "as-built" quantities**

Item No.	Description	Quantity (+/-)	Unit Price	Amount
2	SAWCUT EXISTING PAVING	(400.00)	\$ 0.01	\$ (4.00)
3	MILL/REMOVE EXISTING ASPHALT (4" THICK)	59.00	\$ 5.00	\$ 295.00
4	HMA BASE COURSE, 19M64, 2" THICK	(41.00)	\$ 8.40	\$ (344.40)
5	HMA SURFACE COURSE, 9.5M64, 2" THICK	(41.00)	\$ 9.00	\$ (369.00)
6	6" DENSE GRADED AGGREGATE	(85.00)	\$ 0.01	\$ (0.85)
7	CONCRETE CURB, NJDOT CLASS B, 6"x8"x18"	98.00	\$ 35.00	\$ 3,430.00
8	CONCRETE SIDEWALK, NJDOT CLASS B, 4" THICK	28.00	\$ 95.00	\$ 2,660.00
9	CONCRETE DRIVEWAY APRON, REINF. NJDOT CLASS B, 6" THICK	(16.50)	\$ 105.00	\$ (1,732.50)
10	CONCRETE ADA RAMP, REINFORCED NJDOT CLASS B, 4" THICK	(6.00)	\$ 100.00	\$ (600.00)
10A	12" CONCRETE GUTTER, NJDOT, CLASS B, 8" THICK	(65.00)	\$ 120.00	\$ (7,800.00)
11	ADA DETACHABLE RAMP WARNING SURFACE, SAFETY RED, 2'x4'	(3.00)	\$ 100.00	\$ (300.00)
13	TRAFFIC MARKINGS, LONG LIFE, 24" THERMOPLASTIC STOP BAR	(2.00)	\$ 45.00	\$ (90.00)
14	TRAFFIC CONTROL SIGNS	(2.00)	\$ 130.00	\$ (260.00)
24	ASPHALT PRICE ADJUSTMENT	8.45	\$ 600.00	\$ 4,469.39
25	FUEL PRICE ADJUSTMENT	6.18	\$ 300.00	\$ 1,552.63
S1	HMA DRIVEWAYS	20.61	\$ 50.00	\$ 1030.50

Amount of Original Contract      \$ 274,800.00  
 Adjusted amount Based on Change      \$ 276,736.77  
 Orders.....      \$ \_\_\_\_\_

Extra      \$ 0.00  
 Supplemental      \$ 13,437.52  
 Reduction      \$ (11,500.75)  
 Total Change      \$ 1,936.77

% Change in Contract  
 [(+) Increase or (-) Decrease]      .008%

  
 (Engineer)  
 \_\_\_\_\_  
 (Presiding Officer)  
 \_\_\_\_\_  
 (Contractor)

1-16-20  
 (Date)  
 \_\_\_\_\_  
 (Date)  
 \_\_\_\_\_  
 (Date)

Approved: \_\_\_\_\_  
 (District Manager)      (Date)  
 (Local Government Services)



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 39-2020**

**AMENDMENT TO RESOLUTION NO. 248-2019  
“WORK CHANGE ORDER NO. 1 – FINAL”  
RECONSTRUCTION OF CRESSON AVENUE**

**WHEREAS**, pursuant to Resolution of Council No. 161-2018, the City of Northfield did award a contract for the “Reconstruction of Cresson Avenue” and did enter into a contract with Arawak Paving Company, Inc., (“Contractor”), for the amount of \$249,000.00; and

**WHEREAS**, on December 17, 2019, pursuant to Resolution No. 248-2019, the Common Council of the City of Northfield did authorize Final Work Change Order No. 1 for this project, and did amend the original contract price from \$249,000.00 to \$237,002.55, a net decrease of \$11,997.45 (-4.82%); and

**WHEREAS**, due to an error in calculating fuel and asphalt costs, there is a need to once again amend the contract price, from the amended amount of \$237,002.55 to \$236,102.55 a net decrease from the amended contract price in the amount of \$900; and

**WHEREAS**, the net effect of this Resolution, and Resolution No. 248-2019 is total decrease from the original contract price in the amount of \$12,897.45 (-5.18%).

**NOW, THEREFORE, BE IT RESOLVED** that the Contract for “Reconstruction of Cresson Avenue” be and is hereby amended from the original contract amount of \$249,000.00 to a final amount of \$236,102.55.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a Regular meeting of the Common Council of the City of Northfield, held this 21<sup>st</sup> day of January, 2020.

---

Mary Canesi, RMC, Municipal Clerk

**CONSTRUCTION CONTRACT**  
**RECONSTRUCTION OF CRESSON AVE**

**CHANGE ORDER NO. 1 - FINAL**

Change Order No.: 1 Final

Dated: December 12, 2019 (Revised 1/15/20)

Owner's Project No.: \_\_\_\_\_ (if applicable)

Engineer's Project No.:   NF13-30   (if applicable)

Project: Reconstruction of Cresson Ave

Owner: City of Northfield, New Jersey

Contractor: Arawak Paving Co., Inc.

Contract Date: October 9, 2018

Contract for the reconstruction of Cresson Ave located in the City of Northfield, New Jersey

To: Arawak Paving Co., Inc., Contractor

You are directed to make/note the changes noted below in the subject contract, i.e. the Reconstruction of Cresson Ave.

**Owner:**  
City of Northfield, New Jersey

**By:** \_\_\_\_\_  
Erland V. Chau, Mayor

**Date:** \_\_\_\_\_

Nature of change: Change in Contract Amount due to the as built quantity being less than Bid Quantities, fuel and asphalt price adjustments and a 5% asphalt penalty in accordance with NJDOT requirements

Enclosures: State of New Jersey Form SA-1.

Changes resulting in the following adjustment of contract price and contract time: Change in Contract in the amount of -\$12,897.45. No change in Contract time.

Contract price prior to this change order: \$249,000.00

Net contract price change (+/-) resulting from this change order: -\$12,897.45

Current contract price including this change order: \$236,102.55

Contract time prior to this change order: No Change.

Net Contract Time change resulting from this change order: None.

Additional Changes (if any):

The above REVISED changes are approved on the \_\_\_\_ day of January, 2020.

To the extent that the terms and conditions of this Change Order are inconsistent with the terms and conditions of the underlying Contract, the terms and conditions of this Change Order shall control. All other terms and conditions of the underlying Contract including but not limited to insurance, hold harmless and indemnification provisions are ratified and confirmed.

**City Engineer:**  
Schaeffer Nassar Scheidegg Consulting Engineers, LLC

**Contractor:**  
Arawak Paving Co., Inc..

By:   
Rami Nassar, P.E.

By: \_\_\_\_\_  
Anna Rivera, Contract Administrator

Date: 1-15-20

Date: \_\_\_\_\_

**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**DIVISION OF LOCAL GOVERNMENT SERVICES**  
**AND ECONOMIC DEVELOPMENT**  
**CHANGE ORDER # FINAL-REVISED**  
**STATE AID PROJECT**

<b>Project</b>	<u>Reconstruction of Cresson Ave</u>
<b>Municipality</b>	<u>City of Northfield</u>
<b>County</b>	<u>Atlantic</u>
<b>Contractor</b>	<u>Arawak Paving Company, Inc.</u>

In accordance with the project Supplementary Specification, the following are changes in the contract.  
**Location and Reason for Change** (Attach additional sheets if required)  
All items reflect "as-built" quantities

Item No.	Description	Quantity (+/-)	Unit Price	Amount
2	SAWCUT EXISTING PAVING	(133)	\$ 0.01	\$ (1.33)
4	MILL/REMOVE EXISTING ASPHALT (4" THICK)	(159)	\$ 7.50	\$ (1,192.50)
5	HMA BASE COURSE, 19M64, 2" THICK	(159)	\$ 8.75	\$ (1,391.25)
6	HMA SURFACE COURSE, 9.5M64, 1.5" THICK	(314)	\$ 7.20	\$ (2,260.80)
7	CONCRETE DRIVEWAY APRON, REINF. NJDOT CLASS "B", 6" THICK	(40)	\$ 94.00	\$ (3,760.00)
8	CONCRETE SIDEWALK, NJDOT CLASS "B", 4" THICK	(47)	\$ 84.00	\$ (3,948.00)
9	CONCRETE CURB, NJDOT CLASS "B", 6"x8"x18"	84	\$ 33.00	\$ 2,772.00
10	CONCRETE ADA RAMP, REINFORCED NJDOT CLASS "B", 4" THICK	(57)	\$ 84.00	\$ (4,788.00)
11	CONCRETE GUTTER, REINFORCED, NJDOT, CLASS B, 8" THICK	32	\$ 200.00	\$ 6,400.00
13	TRAFFIC MARKINGS, LONG LIFE, 24" THERMOPLASTIC STOP BAR	10	\$ 8.00	\$ 80.00
14	TRAFFIC MARKINGS, LONG LIFE, 4" THERMOPLASTIC DOUBLE YELLOW LINE	(148)	\$ 0.90	\$ (133.20)
15	TRAFFIC MARKINGS, LONG LIFE, 6" THERMOPLASTIC CROSSWALK LINES	61	\$ 1.50	\$ 91.50
17	RESET EXISTING CASTING	(4)	\$ 1.00	\$ (4.00)
18	TOPSOIL AND SEED	290	\$ 10.00	\$ 2,900.00
20	1. W20-41, "ROAD WORK AHEAD"	4	\$ 100.00	\$ 400.00
21	2. R11-4 "ROAD CLOSED LOCAL TRAFFIC ONLY"	6	\$ 100.00	\$ 600.00
22	3. R11-2 "ROAD CLOSED"	12	\$ 100.00	\$ 1,200.00
25	D. TRAFFIC DIRECTOR - FLAGGER	(80)	\$ 75.00	\$ (6,000.00)
26	ASPHALT PRICE ADJUSTMENT	(5.24)	\$ 600.00	\$ (3,741.16)
27	FUEL PRICE ADJUSTMENT	1	\$ 300.00	\$ (300.00)
SA1	CONCRETE OVERAGES	1	\$ 1,110.45	\$ 1,110.45
SA2	5% ASPHALT PENALTY	1	\$ (2,723.76)	\$ (2,723.76)

2	SAWCUT EXISTING PAVING	(35.00)	\$ 1.00	\$ (35.00)
3	MILL/REMOVE EXISTING ASPHALT (2" THICK)	(39.00)	\$ 5.40	\$ (210.60)
5	HMA BASE COURSE, 19M64, 2" THICK	(39.00)	\$ 9.60	\$ (374.40)
6	HMA SURFACE COURSE, 9.5M64, 1.5" THICK	(39.00)	\$ 8.10	\$ (315.90)
7	CONCRETE DRIVEWAY APRON, REINF. NJDOT CLASS "B", 6" THICK	(9.00)	\$ 94.00	\$ (846.00)
8	CONCRETE SIDEWALK, NJDOT CLASS "B", 4" THICK	29.00	\$ 84.00	\$ 2,436.00
11	CONCRETE GUTTER, REINFORCED, NJDOT, CLASS B, 8" THICK	6.00	\$ 189.75	\$ 1,138.50

Amount of Original Contract \$ 249,000.00  
Adjusted amount Based on Change \$ 238,102.55  
Orders..... \$

Extra \$0.00  
Supplemental \$19,128.45  
Reduction \$(32,025.90)  
Total Change \$(-12,897.45)

% Change in Contract  
[(+) Increase or (-) Decrease] (.048%)  
RN 1-15-20  
\_\_\_\_\_  
(Engineer) (Date)  
\_\_\_\_\_  
(Presiding Officer) (Date)  
\_\_\_\_\_  
(Contractor) (Date)

Approved: \_\_\_\_\_  
(District Manager) (Date)  
(Local Government Services)

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 40-2020**

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

**WHEREAS**, Mr. Joe Goukler has properly submitted an Application for Use of Facilities requesting use of the Boys Major League Baseball Field from March 1, 2020 until August 1, 2020, Sundays only from 10am until 2pm, subject to availability based on use by Northfield Little League teams; and

**WHEREAS**, Mr. Joe Goukler has presented this request on behalf of SJ Ospreys Travel Baseball 10U team; and

**WHEREAS**, the President of the Northfield Little League has advised that the field use request can be granted, with specific dates to be determined based upon the future needs of the Northfield Little League Baseball program.

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 21<sup>st</sup> day of January 2020.

---

Mary Canesi, RMC, Municipal Clerk



# CITY OF NORTHFIELD

## Application for Use of Facilities

Name and Address of Organization: SOUTH Jersey 10u Ospreys  
14 JACK SLOAN CT, NORTHFIELD NJ 08225

Tell Us Who You Are / Description and Purpose of Organization: 10u Travel Baseball TEAM  
Practices & Games

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

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

If Yes, How Much? \$ 150 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Joseph Grotter Title/Affiliation ASST COACH

Home Address: 14 JACK SLOAN CT Northfield NJ 08225

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Name and Location of Facility(ies) Being Requested: BIRCH GROVE PARK - NORTHFIELD  
LITTLE LEAGUE - MATSON FIELD

For the Following Purpose: Practices & Games

on the Following Date(s): 3/1 to 8/1/20 Sundays 10am - 2pm

Specify Hours of Use: From: 10am To: 2pm Are Field Lights Requested\*? No

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

# of Participants per Date: 20 # of Participants who are Northfield Residents: 5-7

Will Juveniles be Present? Yes  No  If Yes, What Ages? 10 & under

*Applicant MUST submit names, addresses, & telephone # of all coaches / chaperones along with the application*

Have You Applied to Other Municipalities for Use of their Facilities for this Event?  Yes  No

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

*Applicant has received a copy of the City of Northfield Use of Facilities Guidelines and Use of Facilities Agreement and agrees to abide by and comply with the terms of that Agreement. Applicant further acknowledges that s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.*

**NO ALCOHOLIC BEVERAGES PERMITTED**

APPLICANT: [Signature] DATE: 12/30/19  
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION  
emailed Chuck Hackert 12/30/19

# 10u South Jersey Ospreys

Head Coach: Brian Heacock  
2414 Chesnut Lane, Cape May NJ 08204

Asst Coach: Joe Gaultier  
14 JACKSON CT  
Northfield NJ 08225



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 41-2020**

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

**WHEREAS**, Northfield Community Middle School Principal Mr. Kevin Morrison has properly submitted an Application for Use of Facilities requesting the use of Birch Grove Park, including the Football Field, All-Purpose Field, Girls Softball Field, and Little League, Major League, Tee Ball and Babe Ruth Baseball Fields for the annual Northfield Community School Field Days on the following dates and times:

Monday, June 8th, from 8:00am to 3:00pm

*Rain date Tuesday, June 9th*

Wednesday, June 10<sup>th</sup>, from 8:00am to 3:00pm

*Rain date Thursday, June 11<sup>th</sup>*

**WHEREAS**, the Presidents of Northfield Little League, Babe Ruth Baseball, and the Family Association of Northfield have advised that all fields are available on the requested dates and times; and

**WHEREAS**, the Superintendent of Public Works has advised that he has no concerns with the dates being requested.

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 21<sup>st</sup> day of January 2020.

---

Mary Canesi, RMC, Municipal Clerk



# CITY OF NORTHFIELD

## Application for Use of Facilities

Name and Address of Organization: Northfield Community School  
2000 New Road

Tell Us Who You Are / Description and Purpose of Organization: \_\_\_\_\_

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

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

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

Name of Applicant / Responsible Party: Kevin Morrison Title/Affiliation Principal

Home Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) 407-4008

Name and Location of Facility(ies) Being Requested: Birch Grove Park - All fields  
Baseball, Football, Soccer, Bathrooms

For the Following Purpose: Field Days

on the Following Date(s): 6/8 (6/9 raindate) + 6/10 (6/11 raindate)

Specify Hours of Use: From: 8:00 am To: 3:00 pm Are Field Lights Requested\*? No

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

# of Participants per Date: #250 # of Participants who are Northfield Residents: #250

Will Juveniles be Present? Yes  No  If Yes, What Ages? 9-14

*Applicant MUST submit names, addresses, & telephone # of all coaches / chaperones along with the application*

Have You Applied to Other Municipalities for Use of their Facilities for this Event? Yes  No

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

*Applicant has received a copy of the City of Northfield Use of Facilities Guidelines and Use of Facilities Agreement and agrees to abide by and comply with the terms of that Agreement. Applicant further acknowledges that s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.*

**NO ALCOHOLIC BEVERAGES PERMITTED**

APPLICANT: Kevin Morrison DATE: 1/13/2020  
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

**FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION**

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 42-2020**

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

**WHEREAS**, Mr. Chris Graves has properly submitted an Application for Use of Facilities requesting use of the Boys Minor League Baseball Field from March 1, 2020 until June 1, 2020, Sundays only from 10am until 2pm, subject to availability based on use by Northfield Little League teams; and

**WHEREAS**, Mr. Chris Graves has presented this request on behalf of SJ Ospreys Travel Baseball 9U team; and

**WHEREAS**, the President of the Northfield Little League has advised that the field use request can be granted, with specific dates to be determined based upon the future needs of the Northfield Little League Baseball program.

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

I, MARY CANESI, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Common Council of the City of Northfield, held this 21st day of January, 2020.

---

Mary Canesi, RMC, Municipal Clerk



# CITY OF NORTHFIELD

## Application for Use of Facilities

Name and Address of Organization: South Jersey Ospreys 9U Baseball  
26 Jack Sloan Ct. Northfield, NJ

Tell Us Who You Are / Description and Purpose of Organization: I am the head coach of a 9U baseball team based in Northfield w/ 10 of the 12 kids as Northfield residents.

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

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

If Yes, How Much? \$ 3002 per:  Person  Day  Season  (other)

Name of Applicant / Responsible Party: Chris Graves Title/Affiliation Head Coach

Home Address: 26 Jack Sloan Ct. Northfield

Telephone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Name and Location of Facility(ies) Being Requested: Minor League Baseball Field

For the Following Purpose: Baseball Practice / Games

on the Following Date(s): 3/1/20 - 6/1/20 - (Sundays)

Specify Hours of Use: From: 10 AM To: 2 PM Are Field Lights Requested\*? NO

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

# of Participants per Date: 12 # of Participants who are Northfield Residents: 10

Will Juveniles be Present? Yes  No  If Yes, What Ages? 8/9 years old

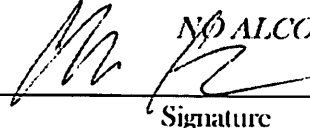
*Applicant MUST submit names, addresses, & telephone # of all coaches / chaperones along with the application*

Have You Applied to Other Municipalities for Use of their Facilities for this Event? ~~Yes~~ Yes  No

If Yes, Name of Municipality/ies: \_\_\_\_\_

Date/s and Disposition of Request/s: \_\_\_\_\_

*Applicant has received a copy of the City of Northfield Use of Facilities Guidelines and Use of Facilities Agreement and agrees to abide by and comply with the terms of that Agreement. Applicant further acknowledges that s/he must obtain from the Municipal Clerk's Office the date/time of the Council Meeting at which the Application will be considered, and attendance at same is required in order for the Application to be heard.*

APPLICANT:  DATE: 1/13/19  
Signature

Note: The City of Northfield has the right, in its sole discretion, to deny, limit, or revoke the use of requested facility(ies) when in the opinion of the City of Northfield the use presents a risk of unreasonable injury to persons or damage to property of the City of Northfield or others.

FAILURE TO COMPLETE ANY PORTION OF THE APPLICATION WILL RESULT IN AUTOMATIC REJECTION

ChristopherGraves@outlook.com

## Coaches

Dan Kern

500 Blue Bell Drive

Northfield

Mike Pepper

114 Mt Vernon Ave

Northfield

Mike Sher

328 Davis Ave

Northfield

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 43-2020**

**AUTHORIZING REFUNDS OF OVERPAYMENT OF 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:

<b>REFUND TO</b>	<b>BLK</b>	<b>LOT</b>	<b>PROPERTY ADDRESS</b>	<b>REFUND AMOUNT</b>
Wells Fargo Mortgage	109	8	(2018) 421 Davis Avenue	\$793.48
1 Home Campus	109	8	(2019) 421 Davis Avenue	\$807.93
Des Moines, IA	40	18.16	(2019) 21 Jack Sloan Court	\$681.80
50328-0001	40	18.16	(2020) 21 Jack Sloan Court	\$170.45
<b>Total Amount of Refund:</b>				<b>\$2,453.66</b>

**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 21<sup>st</sup> day of January, 2020.

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

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 44-2020**

**REAPPOINT SPECIAL LAW ENFORCEMENT OFFICER, CLASS II**

**BE IT RESOLVED** pursuant to Resolution No. 193-2019, the Common Council of the City of Northfield approved the appointment of Christian W. Gansert as a Special Law Enforcement Officer, Class II, effective September 25, 2019, for a four (4) month period, expiring January 25, 2020, in accordance with NJSA 40A:14-146.14, et seq.

**BE IT FURTHER RESOLVED**, that Christian W. Gansert be and hereby is reappointed effective January 21, 2020, for a period of four (4) months, expiring May 20, 2020.

**BE IT FURTHER RESOLVED**, that the appointment of Christian W. Gansert shall be subject to the following:

1. Salary shall be in accordance with the City of Northfield's 2019 salary resolution, unless and until amended by the City of Northfield's 2020 Salary Resolution
2. Not eligible for health benefits or vacation time
3. Eligible for earned sick leave in accordance with the NJ paid sick leave law
4. Policies and Procedures 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 21st day of January, 2020.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 45-2020**

**AUTHORIZING THE EXTENSION OF AN INTERLOCAL AGREEMENT  
BETWEEN THE COUNTY OF ATLANTIC AND THE CITY OF  
NORTHFIELD FOR THE INSTALLATION OF SIDEWALKS ALONG A  
CERTAIN SECTION OF MILL ROAD (CR 662) IN THE CITY OF  
NORTHFIELD**

**WHEREAS**, the City of Northfield and the County of Atlantic have entered into and previously amended an Agreement dated August 30, 2016, generally concerning acquisition of right of way, development of sidewalks along a portion of Mill Road in the City of Northfield and reimbursement of certain costs by the County; and

**WHEREAS**, the City and the County now desire to further amend the said agreement to extend the term for a period of six months to expire on March 31, 2020; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield that the Mayor and Municipal Clerk be and are hereby duly authorized, empowered and directed to execute the Fourth Amended Agreement attached hereto extending the Contract and Agreement on behalf of the City of Northfield with the County of Atlantic for the installation of a continuous sidewalk along the south side of Mill Road from Maple Run Bridge thru Philmar Drive; and from Northwood Court to Burton Avenue on the north side of Mill Road to September 30, 2020.

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 21<sup>st</sup> day of January, 2020.

---

Erland Chau, Mayor

---

Mary Canesi, RMC, Municipal Clerk



**RESOLUTION NO. 45-2020 – ATTACHMENT**

**FOURTH AMENDED AGREEMENT BETWEEN THE COUNTY OF ATLANTIC AND THE CITY OF NORTHFIELD  
REGARDING IMPROVEMENTS TO MILL ROAD (MAPLE RUN BRIDGE THRU PHILMAR DRIVE)**

**THIS AMENDED AGREEMENT** is made this \_\_\_\_ day of \_\_\_\_\_ 2020, by and between the **CITY OF NORTHFIELD**, having its office at 1600 Shore Road, Northfield, New Jersey 08225 (hereinafter referred to as the “City”); and the **COUNTY OF ATLANTIC**, a body corporate and politic of the State of New Jersey, with offices at 1333 Atlantic Avenue, Atlantic City, New Jersey 08401 (hereinafter referred to as the “County”);

**BACKGROUND**

The City and the County have entered into an Agreement dated **August 30, 2016**, generally concerning acquisition of right of way, development of sidewalks along a portion of Mill Road in the City of Northfield and reimbursement of certain costs by the County. The City and the County now desire to amend the said agreement as set forth below. **This Amended Agreement is authorized per County Resolution No. \_\_\_\_\_, adopted \_\_\_\_\_ 2020 and City Resolution No. \_\_\_\_\_ adopted \_\_\_\_\_ 2020.**

**NOW THEREFORE**, in consideration of the promises and mutual undertakings exchanged by the City and the County, it is agreed as follows:

1. The Agreement originally executed on **August 30, 2016**, concerning development of sidewalks along a portion of Mill Road in the City of Northfield, is hereby amended to extend the term for a period of (6) months to expire on **September 30, 2020**.
2. All other terms, conditions and requirements of the said Agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed by their authorized representatives effective as of the day and year first above written.

**Attest:**

**City of Northfield:**

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

\_\_\_\_\_  
Erland Chau, Mayor (Date)

Approved as to Form on behalf of the City of Northfield:

\_\_\_\_\_  
Borough Solicitor

**Attest:**

**County of Atlantic:**

\_\_\_\_\_  
Sonya Harris, Clerk  
Board of Chosen Freeholders

\_\_\_\_\_  
Dennis Levinson, County Executive (Date)

Approved as to Form on behalf of the County of Atlantic:

\_\_\_\_\_  
James F. Ferguson, County Counsel

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 46-2020**

**APPOINTMENT OF POLICE CHAPLAIN**

**WHEREAS**, N.J.S.A. 40A:14-141 provides that the governing body of the City of Northfield may provide for the appointment of one or more Chaplains to the Police Department; and

**WHEREAS**, in accordance with N.J.S.A. 40A:14-141 and Ordinance 14-2019 which added position of Police Chaplain to the City of Northfield Municipal Code; and

**WHEREAS**, in accordance with the aforesaid City of Northfield Municipal Code, the position of Police Chaplain is a volunteer position; and

**WHEREAS**, in accordance with the aforesaid Municipal Code, the Chief of Police has recommended one (1) individual who meets the qualifications of N.J.S.A. 40A:14-141 in order to serve in the position of Police Chaplain; and

**WHEREAS**, the Chief of Police has recommended that the Reverend Louis Strugala be appointed to serve in the position of Police Chaplain.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of Northfield that the Reverend Louis Strugala is hereby appointed for a term expiring December 31, 2020, to serve in the position of Police Chaplain in accordance with N.J.S.A. 48:14-141 and the terms contained in Ordinance No. 14-2019 of the City of Northfield Municipal Code.

**BE IT FURTHER RESOLVED**, that a Certified Copy of this Resolution shall be transmitted to the Chief of Police and the aforesaid Police Chaplain.

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 21st day of January, 2020.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 47-2020**

**AUTHORIZATION TO HIRE TEMPORARY  
PART TIME ELECTRICAL INSPECTOR**

**WHEREAS**, the need exists to hire a temporary part-time Electrical Inspector for the City of Northfield; and

**WHEREAS**, William Shelton Marsden 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 Matt Doran and Councilman Jim O'Neill have recommended that William Shelton Marsden be hired as a temporary part time Electrical Inspector for the City of Northfield.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that William Shelton Marsden be and is hereby hired for the position of temporary part time Electrical Inspector, commencing on February 4, 2020, 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. Hours worked shall not exceed 9 per week

**IT IS FURTHER RESOLVED** that compensation for William Shelton Marsden shall be based on an hourly wage of \$39.54 in accordance with the City of Northfield 2019 Salary Resolution, and shall remain so until and unless changed by City of Northfield 2020 Salary 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 21<sup>st</sup> day of January 2020.

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 48-2020**

**AUTHORIZATION TO HIRE PART TIME FIREFIGHTER/EMT**

**WHEREAS**, the need exists within the Fire Department of the City of Northfield to hire part time Firefighter/EMT; and

**WHEREAS**, the position was advertised, interviews were held and it is the recommendation of Northfield Fire Chief Bruce Cummings that qualified applicant Christopher Trench be hired for the position; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that the employment of Christopher Trench as part time Firefighter/EMT, with a hire date of January 24, 2020, is hereby approved and ratified, subject to the following:

1. Completion of Appropriate probationary period
2. Compensation shall be at an hourly rate of \$23.00
3. Subject to the terms and conditions of the current Collective Bargaining Agreement between the City of Northfield and the IAFF, Local #2364

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 21<sup>st</sup> day of January, 2020

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 48-2020**

**AUTHORIZATION TO HIRE PART TIME FIREFIGHTER/EMT**

**WHEREAS**, the need exists within the Fire Department of the City of Northfield to hire part time Firefighter/EMT; and

**WHEREAS**, the position was advertised, interviews were held and it is the recommendation of Northfield Fire Chief Bruce Cummings that qualified applicant Christopher Trench be hired for the position; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Common Council of the City of Northfield that the employment of Christopher Trench as part time Firefighter/EMT, with a hire date of January 24, 2020, is hereby approved and ratified.

**BE IT FURTHER RESOLVED**, that compensation and other terms and conditions of employment shall be in accordance with the Collective Bargaining Agreement between the City of Northfield and the IAFF, Local #2364.

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 21<sup>st</sup> day of January, 2020

---

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 49-2020**

**ACCUMULATED ABSENCE PAYOUT**

**WHEREAS**, NJAC 5:30-15 establishes rules that govern how local government units manage and finance compensation for accumulated absence time for their respective employees, and

**WHEREAS**, accumulated absence includes any sick days, vacation days, personal days or other absence time authorized as part of an employer agreement, which is not used by the employee during the allowed period and which is permitted to accumulate over time to the benefit of the employee, and

**WHEREAS**, the Chief Financial Officer has certified that the funds and authority exists to pay the total accumulated absence, as per the attached schedule, to Fire Captain Ted Wolcott who retired from the service of the City effective December 20, 2019.

**WHEREAS**, the attached certification and documentation are presented to comply with the rules and regulations established by the Local Finance Board.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield that the total sum of \$42,847.35 composed of 75 Sick Days, 15% of the value of 301 Sick Days, and .758 Compensatory Days will be paid out to Ted Wolcott for his unused, accumulated absence time.

I, Mary Canesi, Municipal Clerk of the City of Northfield, do hereby certify that the foregoing Resolution was duly adopted as a Regular meeting of the Common Council of the City of Northfield, held this 21<sup>st</sup> day of January, 2020.

---

Erland Chau, Mayor

---

Mary Canesi, RMC, Municipal Clerk

**CERTIFICATION OF ACCUMULATED ABSENCES**  
**Fire Captain: Ted Wolcott**  
**Retirement Date: December 20, 2019**  
**Amount of Payout for balance of unused accumulated compensatory and**  
**sick time: \$42,847.35**

I, Dawn M. Stollenwerk, Chief Financial Officer of the City of Northfield, hereby certify according to NJSA 5:30-15.4 that sufficient documentation has been provided to support the accumulated absence payout to Ted Wolcott. Such sufficient documentation is found in the contract agreement between the City of Northfield and the Northfield Professional Firefighters Association, Local #2364, dated January 1, 2015. Further authorization is provided in the City's personnel policy adopted by Ordinance on March 8, 2005. Attached herewith is the copy of the accumulation for the year 2019, reflecting the balances accumulated in prior years, future credits and a copy of the calculations and amounts used.

I further certify that funds are available in the Accumulated Absence Trust to satisfy this commitment, and are being encumbered against the line item T-24-56-850-008 Accumulated Compensated Absences. This commitment, combined with any other previous commitments does not exceed the appropriation balances available in this line item.

Signed,

Dawn M. Stollenwerk  
Chief Financial Officer  
Date: January 21, 2020



**CITY OF NORTHFIELD, NJ  
RESOLUTION NO. 50-2020**

**ACCUMULATED ABSENCE PAYOUT**

**WHEREAS**, NJAC 5:30-15 establishes rules that govern how local government units manage and finance compensation for accumulated absence time for their respective employees, and

**WHEREAS**, accumulated absence includes any sick days, vacation days, personal days or other absence time authorized as part of an employer agreement, which is not used by the employee during the allowed period and which is permitted to accumulate over time to the benefit of the employee, and

**WHEREAS**, the Chief Financial Officer has certified that the funds and authority exists to pay the total accumulated absence, as per the attached schedule, to Court Administrator Donna Clark who retired from the service of the City effective December 31, 2019.

**WHEREAS**, the attached certification and documentation are presented to comply with the rules and regulations established by the Local Finance Board.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Northfield that the total sum of \$23,185.89 composed of 61.07 Sick Days, 18 Vacation Days and 4.50 Compensatory Days will be paid out to Donna Clark for her unused, accumulated absence time.

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 21<sup>st</sup> day of January, 2020.

---

Erland Chau, Mayor

---

Mary Canesi, RMC, Municipal Clerk

**CERTIFICATION OF ACCUMULATED ABSENCES**  
**Court Administrator: Donna Clark**  
**Retirement Date: December 31, 2019**  
**Amount of Payout for balance of unused accumulated compensatory,**  
**vacation and sick time: \$23,185.89**

I, Dawn M. Stollenwerk, Chief Financial Officer of the City of Northfield, hereby certify according to NJSA 5:30-15.4 that sufficient documentation has been provided to support the accumulated absence payout to Donna Clark. Such sufficient documentation is found in the contract agreement between the City of Northfield and the Government Workers Union, Local #410, dated January 1, 2018. Further authorization is provided in the City's personnel policy adopted by Ordinance on March 8, 2005. Attached herewith is the copy of the accumulation for the year 2019, reflecting the balances accumulated in prior years, future credits and a copy of the calculations and amounts used.

I further certify that funds are available in the Accumulated Absence Trust to satisfy this commitment, and are being encumbered against the line item T-24-56-850-008 Accumulated Compensated Absences. This commitment, combined with any other previous commitments does not exceed the appropriation balances available in this line item.

Signed,

Dawn M. Stollenwerk  
Chief Financial Officer  
Date: January 21, 2020