

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
OCTOBER 20, 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 and on October 17, 2020.

Pursuant to N.J.S.A. 10:4-8(b), and N.J.A.C. 5:39-1.1 - 1.7, the previously advertised October 20, 2020, meeting of Northfield City Council, to be held in Council Chambers, 1600 Shore Road, Northfield, New Jersey, 08225, will be held in-person and as a remote public meeting (live-streamed) using Zoom conferencing service. Due to social distancing requirements related to Covid-19, there are limited seats for in-person attendance by members of the public. Visit the October 20, 2020 date on the events calendar page of www.cityofnorthfield.org to determine current availability for this meeting. Face coverings and social distancing will be required for in-person attendance. To reserve an available seat, contact the Office of the Municipal Clerk at 609-641-2832, extension 125, from the date of publication of this notice, until 2:00pm on October 20th, 2020. 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/86064028409>; or by telephone +13126266799,86064028409# US (Chicago), +16465588656,,86064028409# US (New York), Dial by your location +1 312 626 6799 US (Chicago), +1 646 558 8656 US (New York), +1 301 715 8592 US (Germantown), +1 346 248 7799 US (Houston), +1 669 900 9128 US (San Jose), +1 253 215 8782 US (Tacoma) Meeting ID: 860 6402 8409. 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 scampbell@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 at the rear 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 October 20, 2020. The meeting agenda and relevant documents can be found on the municipal website at <http://www.cityofnorthfield.org/government/council-agendas.asp> The meeting will start with a work session at 6:00 p.m., with the regular session immediately following, and formal action may be taken.

FLAG SALUTE

ROLL CALL:

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

Mayor: Chau

APPROVAL OF MINUTES – October 6, 2020

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
OCTOBER 20, 2020**

COMMITTEE REPORTS

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

Councilman Utts – Bike Path, 1st 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; 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 REPORT

CITY ENGINEER’S REPORT

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

RESOLUTIONS

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.

- 160-2020** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed - Request for Additional Funds for the Project known as Reconstruction of Shepherd Drive
- 161-2020** Award of Contract for Project known as City Hall Parking Area Repaving and City Library Area Repaving
- 162-2020** Award of Contract for Project known as City Hall ADA Ramp/Stair/Canopy Compliance
- 163-2020** A Resolution Authorizing a Contract with Altec Industries, Inc. for the Purchase of An Articulating Telescopic Aerial Device (“Bucket Truck”)
- 164-2020** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project known as City Hall Parking Area Repaving and City Library Area Repaving
- 165-2020** Authorizing Schaeffer, Nassar, Scheidegg Consulting Engineers to Proceed with Engineering Services for the Project Known as City Hall ADA Ramp/Stairs/Canopy Compliance
- 166-2020** Inserting an Item of Revenue in the 2020 Municipal Budget
- 167-2020** A Resolution to Cancel Grant Balances
- 168-2020** Amending Resolution No. 158-2020, Recognizing Members of The Northfield Volunteer Fire Company
- 169-2020** Local Government Emergency Fund (CRF) Grant

**CITY OF NORTHFIELD COUNCIL MEETING AGENDA
OCTOBER 20, 2020**

ORDINANCE

13-2020 An Ordinance of the City of Northfield, County of Atlantic, State of New Jersey,
Releasing, Extinguishing and Vacating the Rights of the Public to a Portion of a Paper
Street known as Spruce Avenue in the City of Northfield
Final Consideration / Published in the Press of AC 10/24/2020

PAYMENT OF BILLS \$ 3,297,712.10

MEETING NOTICES

City Council	November 10 th	6pm Work Session Regular Session immediately following
General Election:	November 3 rd	6am-8pm** Northfield Community School

**** *In accordance with the Vote-By-Mail Guidelines***

ADJOURNMENT

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 160-2020**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED - REQUEST FOR ADDITIONAL FUNDS
FOR THE PROJECT KNOWN AS RECONSTRUCTION OF SHEPHERD
DRIVE**

WHEREAS, Pursuant to Resolution 95-2019, the Common Council of the City of Northfield authorized Engineering services as related to survey, design, preparation of construction plans and bidding for the Reconstruction of Shepherd Drive (FY2019 NJDOT Municipal Aid Program); and

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

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

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

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services as related to material testing and final construction inspection for the Reconstruction of Shepherd Drive (FY2019 NJDOT Municipal Aid Program)	
Total	\$3,500.00

WHEREAS, certification of funds has been received from the Chief Financial Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council of the City of Northfield that this request 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 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 161-2020**

**AWARD OF CONTRACT FOR PROJECT KNOWN AS CITY HALL
PARKING AREA REPAVING AND CITY LIBRARY AREA REPAVING**

WHEREAS, bid specifications were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the project known as City Hall Parking Area Repaving and City Library Parking Area Repaving; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 1:00pm on Thursday, October 1, 2020 from the following:

	Bid Amount
Arawak Paving Company, Inc.	\$121,700.00
AE Stone, Inc.	\$138,000.00
Paving Plus, LLC	\$138,160.00
Think Pavers Hardscaping	\$144,715.00
Arthur Henry, Inc.	\$198,455.00
Iaconelli Contracting, Inc.	\$231,075.00

WHEREAS, after review of the bids, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended to the Common Council of the City of Northfield that the contract be awarded to Arawak Paving Company, Inc. in the amount of \$121,700.00.

THEREFORE BE IT RESOLVED that the Common Council of the City of Northfield accepts the bid in the amount of \$121,700.00, from Arawak Paving Company, Inc, 7503 Weymouth Road, Hammonton, NJ 08037.

BE IT FURTHER RESOLVED, Certification of the Availability of funds has been received from the Chief Finance Officer and 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 and charged against line C-04-55-016-401, C044-55-018-200, C04-55-018-201 and C-04-55-018-501.

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 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 162-2020**

**AWARD OF CONTRACT FOR CITY HALL ADA
RAMP/STAIR/CANOPY COMPLIANCE**

WHEREAS, bid specifications were prepared and solicited by Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC the for the project known as City Hall ADA Ramp/Stair/Canopy Compliance; and

WHEREAS, sealed bids were received and opened by the Deputy Municipal Clerk at 2:00pm on Thursday, October 1, 2020 from the following:

	Base Bid	Alt. Bid 1	Total
Levy Construction Company	\$138,600.00	\$ 10,800.00	\$149,400.00
Coast Land Contractors, Inc.	\$136,673.00	\$ 14,145.00	\$150,818.00
L. Feriozzi Concrete Company	\$141,776.00	\$ 10,050.00	\$151,826.00
Joseph Porretta Builders Inc.	\$149,563.00	\$ 11,371.00	\$160,934.00
Diamond Contruction	\$160,000.00	\$ 14,400.00	\$174,400.00
J. Daly and Company, Inc.	\$174,000.00	\$ 10,235.00	\$184,235.00
Arthur Henry, Inc.	\$179,350.00	\$ 10,900.00	\$190,250.00
Think Pavers Hardscaping	\$127,000.00	\$188,000.00	\$315,000.00

WHEREAS, after review of the bids, Schaeffer, Nassar, Scheidegg Consulting Engineers, LLC has recommended to the Common Council of the City of Northfield that the contract be awarded to Levy Construction for their base bid in the amount of \$138,600.00, and Alternate Bid #1 in the amount of \$10,800.00, for a total of \$149,400.00.

THEREFORE BE IT RESOLVED that the Common Council of the City of Northfield accepts the base bid in the amount of \$138,600.00, and Alternate Bid #1 in the amount of \$10,800.00, for a total of \$149,400.00 from Levy Construction Company, 134 Cuthbert Boulevard, Audubon, NJ 08106.

BE IT FURTHER RESOLVED, Certification of the Availability of funds has been received from the Chief Finance Officer and 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 and charged against line C-04-55-018-701, G-02-40-712-100 and G-02-40-712-200.

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 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 163-2020**

A RESOLUTION AUTHORIZING A CONTRACT WITH ALTEC INDUSTRIES, INC. FOR THE PURCHASE OF AN ARTICULATING TELESCOPIC AERIAL DEVICE (“BUCKET TRUCK”)

WHEREAS, the City of Northfield, pursuant to N.J.S.A. 52:34-6.2 may by resolution and without advertising for bids, purchase any goods or services from any nationally-recognized and accepted cooperative purchasing agreements; and

WHEREAS, the City of Northfield is a member of the Sourcewell Cooperative; and

WHEREAS, the City of Northfield intends to enter into Sourcewell Contract #012418-ALT with Altec Industries, Inc. which shall be subject to all the conditions applicable to the current cooperative contract; and

WHEREAS, that pursuant to N.J.A.C 5:30-5.5(b), the certification of available funds has been received by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Northfield that a contract for the purchase of a 2020 Articulating Telescopic Aerial Device (“Bucket Truck”), for the price of \$105,903.00 be awarded to Altec Industries, Inc.

BE IT FURTHER RESOLVED that the governing body off the City of Northfield authorizes the Purchasing Agent/Chief Financial Officer to enter into a contract with Altec Industries, Inc. pursuant to all the conditions of Contract #012418-ALT, and to sign the necessary agreements as the representative of the City of Northfield.

Erland V. L. Chau, Mayor

ATTEST:

Mary Canesi, RMC, 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 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 164-2020**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES
FOR THE PROJECT KNOWN AS CITY HALL ADA
RAMP/STAIRS/CANOPY COMPLIANCE**

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

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services as related to construction inspection, and contract administration for the City Hall ADA Ramp/Stairs/Canopy Compliance	
Total	\$15,000.00

WHEREAS, certification of funds has been received from the Chief Financial Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council 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 Common Council of the City of Northfield held this 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 165-2020**

**AUTHORIZING SCHAEFFER, NASSAR, SCHEIDEGG CONSULTING
ENGINEERS TO PROCEED WITH ENGINEERING SERVICES
FOR THE PROJECT KNOWN AS CITY HALL PARKING AREA
REPAVING AND CITY LIBRARY AREA REPAVING**

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

<u>Project Description</u>	<u>Estimated Purchase Order Amount</u>
Engineering services as related to construction inspection, and contract administration for the City Hall Parking Area Repaving and City Library Parking Area Repaving	
Total	\$12,000.00

WHEREAS, certification of funds has been received from the Chief Financial Officer.

THEREFORE, IT IS HEREBY RESOLVED by the Common Council 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 Common Council of the City of Northfield held this 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 166-2020**

INSERTING AN ITEM OF REVENUE IN THE 2020 MUNICIPAL BUDGET

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount,

WHEREAS, the City of Northfield has been awarded a \$59,707.91 Grant from the Atlantic County Improvement Authority CDBG Funds and wishes to amend its 2020 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the City of Northfield County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2020:

Miscellaneous Revenue

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:

Community Development Block Grant Funding (CDBG)

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$59,707.91 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from 5% Caps Public and Private Program Off-Set by Revenues:

Community Development Block Grant Funding (CDBG)

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 20th day of October, 2020.

Mayor, Erland Chau

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 167-2020**

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;

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

Grant	Receivable	Appropriation	Match
2019-2020 Alliance	\$8,920.52	\$7,260.59	\$1,659.93

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 20th day of October 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 168-2020**

**AMENDING RESOLUTION NO. 158-2020, RECOGNIZING
MEMBERS OF THE NORTHFIELD VOLUNTEER FIRE COMPANY**

IT IS HEREBY RESOLVED that Resolution No. 158-2020 amending the members of the City of Northfield Volunteer Fire Company, adopted October 6, 2020 by the Common Council of the City of Northfield, County of Atlantic, State of New Jersey, be and is hereby amended to add Michael Tyler Nehl effective October 12, 2020:

BE IT FURTHER RESOLVED that the current list of members of the City of Northfield Volunteer Fire Company as of October 12, 2020 shall be memorialized as follows:

Arsenault, Cole	Badger, Cindy
Carey, Louis	Chau, Erland
Clark, Ryan	Cummings, Bruce
Cummings, Bruce Jr.	Cummings, Jason
Flaherty, Brian	Foltz, Brad
Gitsas, Adam	Goodman, Scott
Hackett, Edward	Hickey, Daniel
Kerlin, Kirk	Lamaina, Ethan
Lamaina, Joseph Jr.	Leeds, Bill
Leeds, Cole	Leeds, Robert
Lichtenberger, Lee	Martinelli, Henry
Morey, Donald Michael	Morey, Kevin
Morey, Thomas	Nehl, Michael Tyler
Ordille, John	Pendlebury, John
Pepek, Martin	Scalise, Nicholas
Schaech, Charles	Shenkus, Eric
Sickler, Derrick	Sullivan, John III
Swartz, Robert	Wallace, Michael

I, MARY CANESI, Deputy 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 20th day of October, 2020.

Mary Canesi, RMC, Municipal Clerk

**CITY OF NORTHFIELD, NJ
RESOLUTION NO. 169-2020**

LOCAL GOVERNMENT EMERGENCY FUND (CRF) GRANT

WHEREAS, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

WHEREAS, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

WHEREAS, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

WHEREAS, the Department of Community Affairs (“DCA”), through the Division of Local Government Services (“DLGS” or “Division”), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (the “LGEF” or “Program”), provided through an allocation of the State of New Jersey’s CARES Act Coronavirus Relief Fund (CRF Funds); and

WHEREAS, counties and municipalities excluded from the federal government’s direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

WHEREAS, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

WHEREAS, LGEF Grants exist to support costs incurred as part of a local unit’s response to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Northfield, that the City of Northfield will apply for a LGEF Grant in the amount of \$113,963.00.

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 20th day of October, 2020.

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 RNL
Schaeffer Nassar Scheidegg Consulting Engineers, LLC (SNS)

SUBJECT: Engineers Report for October 20, 2020

DATE: October 16, 2020

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, Waiting on the ACIA's response.

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

For the past 5 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 scheduling the Cedarbridge repaving, the entire road will be paved from Rt. 9 to approximately 50' beyond the bike path. (5-22-2020) South Jersey Gas Company complied with the Court Order to repave full width 64' section of Broad Street due to their violation of the Municipal Ordinances regarding street under moratorium. (7-10-2020) I met with the Contractor for S.J. Gas Company to mark the limits of pavement restoration along Cedarbridge Road between Rt. 9 and pass Wabash Ave. the restoration should be completed by Mid-August. (8-7-2020) Cedarbridge Road restoration was completed last week. 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 area were damaged and the contractor repaired these area, according to the report, ground water infiltration was minimal. Nothing new to report.

NF13-30 Reconstruction of Cresson Avenue (Municipal Aid Fiscal Year 2017)

The project has been completed, inspected and accepted by the NJDOT representative; the municipality submitted the request for the final payment. We have received a letter from the NJDOT requesting additional information before the final payment is processed, I am working with Dawn Stollenwerk, CFO to get all the requested documentation re-submitted. Final payment from NJDOT was issued. PROJECT IS CLOSED OUT.

NF13-38 Reconstruction of Walnut Avenue (Municipal Aid Fiscal Year 2018)

The project has been completed, inspected and accepted by the NJDOT representative; the municipality submitted the request for the final payment. We have received a letter from the NJDOT requesting additional information before the final payment is processed, I am working with Dawn Stollenwerk, CFO to get all the requested documentation re-submitted. Final payment from NJDOT was issued. **PROJECT IS CLOSED OUT.**

NF13-39 2018 Local Road Paving Program

This project includes Juniper Avenue, Park lane Avenue, Herzel Avenue, Portion of Second Street, Portion of Burton Avenue, Ireland Avenue, Infield Avenue, Portion of Fuae Avenue, Marita Ann Drive and Portion of Evergreen Avenue. The project is substantially completed, the contractor must satisfy all the punch list items before final payment is approved (\$65,500 balance on the contract). We anticipate most of the items to be completed in March 2020. (5-8-2020) Waiting to get the schedule from the contractor. (7-10-2020) we have the final change order on the agenda for Council's approval, also I me with the Contractor to review the punch list items in the work should be completed by the end of July. (8-7-2020) Punch list items have been completed, the contractor submitted the request for final payment with the required maintenance bond. **PROJECT IS CLOSED OUT.**

NF13-40 Reconstruction of Shepherd Drive and North Shepherd Drive (Municipal Aid FY 2019)

The City was approved for \$ 285,000.00 from the NJDOT 2019 grants for the reconstruction of Shepherd Drive and North Shepherd Drive. We are working on the design plans. We received the NJDOT concurrence for the design and design specifications. We received only one bid for the base and alternate bids in the amount of \$358,375.00. Due to the weather the project is on hold until Mach 2020. The Contractor is scheduled to start the concrete work around the second week in April 2020, with anticipated project completion in mid-May. (4-24-2020) The Contractor is mobilizing today to start the concrete work on Monday the 27th. (5-8-2020) Contractor finished all the concrete work and paving is tentatively scheduled for the week of May 18th. (5-22-2020) The contractor is scheduled to complete the paving starting June 9th. (6-12-2020) The contractor started to mobilize paving equipment to start the paving portion of this project on Monday the 15th and with anticipated date for completion on the 20th. (7-10-2020) during the reconstruction of the road, a drainage pipe collapsed along North Shepherd Drive the corrugated aluminum pipe was not installed properly and did not have the proper cover on top it, the Contractor replaced the 15" pipe with 8" ductile iron pipe. The final pavement has completed, the contractor is working on restoration and cleanup. We had an issue with the resident at 2009 Shepherd Drive the landscaping was almost 3' over the paving when the contractor was milling the road he requested that we get the 3 rhododendrons bushes trimmed back away from the street, Public works did the work and the resident sent a complaint and is requesting to get reimbursed \$1,500 to replace the three bushes, the homeowner failed to comply the property maintenance ordinance (215-47). (8-7-2020) I met with the Contractor to delineate the problematic areas, the Contractor needs to reconstruct an approximately 20' of the concrete gutter and mill and pave approximately 400' to correct the drainage problems. (8-28-2020) the Contractor started the repair work along Shepherd Drive should be finished by next week. (9-11-2020) Contractor started the asphalt repair should be completed by the 15th. (10-2-2020) All repair work has been completed. **(10-16-2020) we approved payment # 3 for the contractor, we ordered the core samples and working with contractor on the final change order.**

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.**

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.**

NF13-27 Grant Applications:

On March 17, 2020 there will be a meeting with ACIA for new the CDBG grant applications, I will be attending the meeting to get the Municipal package and possibly discuss the status of our 2019 application. Meeting was canceled, the packages will be sent directly to the Municipality. Nothing New to report. (4-24-2020) CDBG grant application for \$34,000.00 was submitted to the Atlantic County Improvement Authority for the construction of 20'X30' pavilion and outdoor exercise equipment at Birch Grove Park. (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 don't 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.**

NF13-03 New Jersey American Water Company System Upgrade:

The NJAWC finished all the connection to the local streets off- Shore Road, between Ridgewood Ct. and Oakcrest Ave. I have a meeting scheduled with Timothy Green, to mark out the pavement restoration limits also to discuss our 2020 road paving projects. Waiting to meet with the Water Company Rep. (4-24-2020) I met with Tim Green from the NJAWC to mark out the paving limits along Fuae Ave. and First Street, the NJAWC agreed to pave 400' of Fuae Avenue full width, and will pave First Street from Infield Avenue pass Davis full width also. (5-8-2020) Fuae Avenue and First Street paving was completed, Contractor is currently working along Shore Road and paving local street intersections (Cove Ave., Mimi Ct., Ridgewood, E. Glencove, E. Revere, Oakcrest and E. Vernon). (5-22-2020) all pavement restoration has been completed. **Nothing new to report.**

NF13-03 Street Opening:

Nothing new to report.

NF13-46 Municipal Stormwater Management Plan:

We are in the process of finishing the Municipal Storm Water Management Plan, Outfall map has been completed. The NJDEP passed new storm water regulations we are in the process of revising the Municipal Storm Water Management Plan we have prepared last month. Municipal Stormwater Management Plan is Completed and working with Public Works on finishing the SPPP (stormwater pollution prevention plan) report. (4-24-2020) Both reports are completed waiting on final review by the Stormwater Coordinator to finalize both documents. (5-8-2020) Both reports are finalized and waiting on Council approval prior to being posted to the Municipal Website. **PROJECT IS COMPLETED.**

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.**

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 concert work on Monday the 19th.**