

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**March 26, 2014**

Council President Tim Tighe called the meeting to order at 6:02 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

1. Roll Call

Present: Mayor Rick DePamphilis; Councilman Elliot Beinfest; Councilman Todd Gordon; Councilman Brian Heun; Councilman Darren Matik; Councilman Ralph Paolone; and Council President Tighe.

Absent: Councilwoman Stacy DeDomenicis.

Also Present: Joseph L. Youngblood, City Solicitor; Chief Robert James, Police Department; Vince Polistina, City Engineer; Chief Chick Kisby, Fire Department; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Gordon motioned, seconded by Councilman Beinfest, to approve the minutes of the March 12, 2014 Caucus meeting and the March 18, 2014 Special meeting, without formal reading. All present members of Council were in favor with one abstention from Councilman Heun on the March 18, 2014 Special meeting and one abstention from Councilman Beinfest on the March 12, 2014 Caucus meeting. Motion was approved.

3. Mayor's Report

- A. The Mayor advised of a Proclamation for Autism Awareness Month for April
- B. The Mayor advised of a Proclamation reaffirming the commitment of Linwood's Green Team for the Sustainable Jersey Program.

4. Councilman Beinfest

A. Neighborhood Services

- 1. Councilman Beinfest reported that he and Councilman Matik met with members of the Library Board and Historical Society to discuss a new location for the Maritime Museum. The matter is still in discussion and he will report back once it has been settled.

5. Councilwoman DeDomenicis

A. Public Works

- 1. Council President Tighe advised of a Resolution authorizing the annual Contract with Atlantic County for municipal aerial mosquito control.

6. Councilman Gordon

A. Engineering

- 1. Councilman Gordon reported that his committee continues to meet with the new Engineer to help in the transition.
- 2. Councilman Gordon reported that Council President Tighe, Councilman Matik, and Mr. Polistina met with the Gas Company regarding the upcoming gas main replacement project east of Shore Road. The Gas Company will begin placing door tags at properties to advise the residents of the project. Mr. Polistina advised that the restoration work done by the gas company will be temporary, but they will be back for final restoration at another date. They will also repair any lawns that are disturbed during the project.

7. Councilman Matik

A. Public Safety

- 1. Councilman Matik advised of a Resolution on the agenda approving the annual certification of qualified volunteers for LOSAP.

At 6:10 p.m., Council President Tighe called a recess.

At 6:18 p.m., Council President Tighe reconvened the meeting.

8. Councilman Paolone

A. Revenue & Finance

1. Councilman Paolone advised of the Ordinance to exceed Municipal Budget limits and to establish a CAP Bank on the agenda for final reading. This is done every year.
2. A Resolution is on the agenda certifying review of the 2013 Audit report. There were no findings in the report. Councilman Paolone distributed correspondence outlining items discussed in the Management Letter and asked that each Department Head respond in writing with a corrective action plan on items affecting their department.
3. Councilman Paolone advised that the City advertised for a full time Tax Collector due to the retirement of Christine Desch. The Assistant Collector cannot sit for the Tax Collector Certification until October. By State Statute, the Tax Collector must be certified. Councilman Paolone and his committee looked into the possibility of appointing a signer. However, that would not work for the busy times of the office. There will be discussions with Northfield regarding a shared service.

9. Council President Tighe

A. Administration

1. Council President Tighe requested that Mrs. Napoli survey other municipalities for minimum bids for liquor licenses.

At 6:25 P.M., Council President Tighe called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk