

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**April 9, 2025**

Council President Eric Ford called the meeting to order at 6:00 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 Darren Matik; Councilwoman Blair Albright; Councilman Ken Kelly; and Councilman Matt Levinson; Councilman Todd Michael; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: None.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; CJ Kaenzig, Engineer's Office; Anthony Strazzeri, CFO; Chief Steve Cunningham, Police Department; Captain Frank Gabriel, Fire Department; and Leigh Ann Napoli, City Administrator/Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Walcoff motioned, seconded by Councilman Levinson, to approve the minutes of the March 26, 2025 Caucus meeting without formal reading. All present members of Council were in favor with one abstention from Councilman Michael. Motion was approved.

3. Councilwoman Albright

A. Planning, Engineering, and Development

1. Councilwoman Albright discussed a Resolution approving Change Order No. 1 – Final with Capela Construction, Inc. with regard to the Memorial Park Drainage Extension Project. The project is complete.
2. Councilwoman Albright advised of a Resolution approving Change Order No. 2 – Final with Command Company, Inc. with regard to the Linwood Bike Path Extension Phase II Project. The project is complete.
3. Councilwoman Albright reviewed a Resolution awarding a Contract to Think Pavers Hardscaping LLC for the Poplar Avenue Field Improvements. The contract is for concrete and paving.
4. Councilwoman Albright advised of a Resolution authorizing a Contract to EB Fence, LLC for fencing at the Poplar Avenue Recreation Complex. This is part of the overall improvement plan. Councilman Levinson asked if the fence would be installed along the border of the residents' fences. Councilwoman Albright responded in the affirmative and advised that there would be a one foot offset on the City's property. Councilman Levinson asked who would maintain the property between the fences. Councilwoman Albright advised that plans are still being discussed and notice will be sent to the homeowners regarding the fence.

4. Councilman Levinson

A. Revenue & Finance

1. Councilman Levinson advised of a Resolution authorizing the cancellation of taxes and refund of a tax overpayment for Block 121 Lot 8 located at 510 W. Barr Avenue in the City of Linwood.
2. Councilman Levinson advised that the Salary Ordinance is on the agenda for final reading. This is done annually to set the salary ranges for City employees.

5. Council President Ford

A. Administration

1. Council President Ford advised of a Resolution appointing Michael Salerno to fill the vacancy on Linwood City Council. Mr. Salerno has been an asset to the Linwood Planning/Zoning Board and will be a great addition to City Council.

At 6:05 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
City Administrator  
Municipal Clerk