

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**September 13, 2017**

Council President Ralph Paolone called the meeting to order at 6:01 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; Councilwoman Stacy DeDomenicis; Councilman Eric Ford; Councilman Todd Gordon; Councilman Brian Heun; Councilman Darren Matik; and Council President Ralph Paolone.

Absent: None.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Vince Polistina, City Engineer; Chief Doug Carman, Police Department; Captain John Hamilton, Police Department; Diane Hesley, Tax Assessor; Anthony Strazzeri, CFO; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Matik motioned, seconded by Councilman Ford, to approve the minutes of the August 9, 2017 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Councilman Ford

A. Planning & Development

1. Councilman Ford advised of a Resolution on the agenda authorizing partial release of surety with regard to 2110 New Road.

4. Councilman Gordon

A. Engineering

1. Councilman Gordon recused himself from discussing the Resolution on his agenda. Councilman Heun discussed the Resolution approving a request for a hardship exception from a road opening moratorium for Block 14, Lot 6 located in the City of Linwood. He explained that a subdivision was done and a new home was built. The road was newly paved before the house was completed and the applicant is requesting an opening for gas service. Mr. Polistina advised that service will be provided for four lots. Mr. Ritter from A.E. Stone will make sure the restoration is done correctly. Mr. Polistina does not see any problems with it.

5. Councilman Heun

A. Public Safety

1. Councilman Heun wanted to alert Council on two dangerous traffic hazards that have come up during the Master Plan review. One is the intersection between Mainland High School and Belhaven Middle School on Oak, Somers, and Wabash Avenues. The other issue is the lack of sidewalks along Central Avenue between Oak Avenue and the MRA. Councilman Heun discussed a traffic study for both areas. Council advised the Police Department to review the areas first.
2. Councilman Heun discussed a Resolution authorizing part time and substitute Crossing Guards.
3. Councilman Heun advised of a Resolution on the agenda authorizing a Separation Agreement with Douglas F. Carman.
4. Councilman Heun advised of a Resolution to hire Belford Rivera as a Special Law Enforcement Officer Class III. This position is part of a Shared Agreement with Mainland Regional High School.

6. Councilman Matik
  - A. Revenue & Finance
    1. Councilman Matik discussed the Best Practices Checklist. The City scored 92% with only two no answers. One of the no answers was regarding budget introduction and adoption by the required time. Councilman Matik explained that Linwood did not adopt on time because they were waiting for a matter to settle at the County. The next no answer was if the City had a policy to not compensate non-union employees for sick leave accumulated after a certain date. Based on the City's score, all state funding will remain the same for next year.
    2. Councilman Matik advised of several Resolutions on the agenda authorizing refunds for overpayment of taxes.
7. President Paolone
  - A. Administration
    1. Council President Paolone discussed a Resolution on the agenda approving the application of Berlin Road Investments, LLC for the renewal of the Plenary Retail Consumption License No. 0114-33-001-003.
    2. Council President Paolone advised of a Resolution on the agenda honoring Kylee Watson.
8. Mr. Youngblood
  - A. Mr. Youngblood advised of a Resolution on the agenda to close the meeting to discuss threatened litigation with regard to tax appeals. Council decided to hold the closed session at the end of the Regular meeting.
  - B. Mr. Youngblood discussed a Resolution authorizing the Mayor and City Clerk to execute a Deed from the City of Linwood to the City of Linwood for Block 1, Lot 49.01 in the City of Linwood. This is because the DEP asked for restrictive language in the deed.

At 6:14 P.M., Council President Paolone called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk