

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**September 24, 2015**

Council President Tim Tighe called the meeting to order at 6:17 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 Todd Gordon; Councilman Darren Matik; Councilman Ralph Paolone; and Council President Tighe.

Absent: Councilman Brian Heun.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Anthony Strazzeri, CFO; Hank Kolakowski, Superintendent Public Works; Chief Doug Carman, Police Department; Captain John Hamilton, Police Department; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Beinfest motioned, seconded by Councilwoman DeDomenicis, to approve the minutes of the September 24, 2015 Caucus meeting without formal reading. All present members of Council were in favor with one abstention from Councilman Gordon. Motion was approved.

3. Councilman Gordon

A. Engineering

1. Councilman Gordon advised of a Resolution awarding a Contract to Kline Construction for miscellaneous sewer and stormwater repair and rehabilitation. This work is to be completed before the paving project on the west side of Shore Road.

4. Councilman Matik

A. Public Safety

1. Councilman Matik advised of a Resolution on the agenda to reject the proposals received for Emergency Medical Services. The lowest proposal was \$4,000 a month. The committee is looking into a possible shared service in order to save the tax payers money. Northfield will also be included. The current EMS contract expires in February.

5. Councilman Paolone

A. Revenue & Finance

1. Councilman Paolone discussed a Resolution on the agenda to appoint Kacey B. Johnson as the Tax Collector. Ms. Johnson was the Collector in Buena Vista for three years and worked as an assistant in the tax office in Atlantic City six years prior to Buena Vista.
2. Councilman Paolone explained that a Resolution is on the agenda authorizing the insertion of an item of revenue for a \$20,000 technology grant from Comcast. This was as a result of Council President Tighe's negotiations during the franchise renewal.
3. Councilman Paolone reviewed the Best Practices worksheet required to be completed by the State every year. He and Councilman Matik discussed yes answers for 28, 29, 37, 44, and 48.

- B. Councilman Paolone, along with Councilman Matik, attended a County seminar regarding the maintenance of foreclosed and vacant properties. A company called Community Champions has developed a program for vacant and foreclosed property registration. The County is looking to enter into an agreement with this company and the municipalities could then do a shared service with them. Councilman Paolone agrees this would be a good tool to assist with managing those properties to keep them compliant with the City's codes.

6. Council President Tighe

A. Administration

1. Council President Tighe discussed a Fire Department service charge for working fires only. The property owner would be charged \$1,000 that they would then submit to their home owner's insurance. This matter will be researched further and discussed again at a future meeting.
2. Council President Tighe discussed the recent County mosquito spraying due to a positive mosquito sample around Vernon Avenue.
3. Council President Tighe discussed a Resolution to hire Danielle Kelly as the Assistant Tax Collector/Sewer Clerk/Administrative Assistant.

7. Mr. Youngblood

- A. Mr. Youngblood advised of an amendment to a Shared Service Agreement with regard to joint study on municipalities COAH obligations. The original contractor became ill, so Econsult will take over the project.

At 6:44 P.M., Council President Tighe called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk