

LINWOOD COMMON COUNCIL
CAUCUS MINUTES
September 24, 2025

Council President Eric Ford 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 Darren Matik; Councilman Ken Kelly; Councilman Matt Levinson; Councilman Todd Michael; Councilman Michael Salerno; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: Councilwoman Blair Albright.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; C.J. Kaenzig, Engineer's Office; Joe Olden, Public Works Acting Supervisor; Chief Steve Cunningham, Police Department; Captain Frank Gabriel, Fire Department; Colleen Kaufelds, Recreation Director; 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 September 10, 2025 Caucus meeting without formal reading. All present members of Council were in favor. Motion was approved.

3. Councilwoman Albright

A. Planning, Engineering, & Development

1. Councilman Walcoff reviewed an Ordinance on the agenda for final reading amending Chapter 155 Flood Damage Prevention. This was presented by the City's professionals in the Construction Office and brings the City into DEP compliance.
2. Councilman Walcoff advised of a Resolution designating the City's Floodplain Manager, Alexander Bauer, as the Floodplain Administrator for consistency with the recent Ordinance Amendment to Chapter 155.
3. Councilman Walcoff discussed Resolutions approving temporary signage for the Coin Show and Charity League Christmas Mart. The coin show signs will be up for 2 weeks and the Charity League sign will be up for 3 weeks.
4. Councilman Walcoff advised of a Resolution awarding the Contract to Arawak Paving Co., Inc. for Improvements to Monroe Avenue, Contract No. 64.

4. Councilman Kelly

A. Neighborhood Services

1. Councilman Kelly advised of an Ordinance on the agenda for final reading amending Chapter 140 Fees, Article VI Board of Recreation Fees for usage fees for outside organizations for park facilities.

5. Councilman Levinson

A. Revenue & Finance

1. Councilman Levinson advised of a Resolution authorizing the refund of various tax overpayments.

6. Councilman Walcoff

A. Public Works

1. Councilman Walcoff discussed a Resolution authorizing a Change Order with Miller's Lawn Care for the new section of the bike path along Monroe Avenue.

7. Council President Ford

A. Administration

1. Council President Ford advised of a Resolution authorizing additional funds for a Non-Competitive Contract for Professional Services to Matthew J. Behr, Esquire for Legal Services regarding a personnel matter.
2. Council President Ford advised that several sports organizations have recently submitted temporary signage requests at All Wars Memorial Park. He referred to the Green Acres inspections and rules on signage that do not permit advertising. Mr. Youngblood called Green Acres for confirmation and the rules were affirmed. Councilman Michael, having grown up in Linwood, indicated that the signs have been up since he played at the park. He asked if the City has ever been fined by Green Acres. Mr. Youngblood is unaware of any fines ever being issued. Councilman Levinson and Councilman Michael discussed the purpose of the signs as a need to fundraise for the sports organizations. They suggested regulating the signs for a uniform look. Councilman Walcoff suggested other options for fundraising. Council President Ford discussed the recent projects completed at the park for over three million dollars. Discussion ensued upon sign options and opportunities for fundraising and regulation. Council President Ford advised that he would appoint a sub-committee to continue this topic. Councilmen Levinson, Michael, and Kelly volunteered.

At 6:28 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC
City Administrator/Municipal Clerk