

LINWOOD COMMON COUNCIL
CAUCUS AGENDA
April 25, 2018
6:00 P.M.

**NOTICE OF THIS MEETING HAS BEEN PUBLISHED
IN ACCORDANCE WITH THE REQUIREMENTS OF
THE OPEN PUBLIC MEETINGS ACT.**

1. Roll Call Mayor DePamphilis ___ Mr. Beinfest _____ Mrs. DeDomenicis _____
 Mr. Ford _____ Mr. Gordon _____ Mr. Heun _____
 Mr. Matik _____ Mr. Paolone _____

 Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
4. Councilman Beinfest
 - A. Neighborhood Services
5. Councilwoman DeDomenicis
 - A. Public Works
6. Councilman Ford
 - A. Planning & Development
7. Councilman Gordon
 - A. Engineering
 1. Resolution authorizing a Change Order with Arawak with regard to the 2017 Road Program
8. Councilman Heun
 - A. Public Safety
 1. Resolution authorizing Military Leave of Absence to Michael Fountas, Jr.
 2. Resolution amending the certified list of volunteers for LOSAP
9. Councilman Matik
 - A. Revenue & Finance
 1. Resolution certifying review of the annual Audit
 2. Resolution canceling grant balances
 3. Resolution amending the salary Resolution for non-contractual employees
 4. Resolution authorizing a refund of overpayment of taxes for 311 W. Forest Drive
 - B. Resolutions honoring 5&6 Grade and 7&8 Grade Girls Basketball Teams
10. Council President Paolone
 - A. Administration
11. Mr. Youngblood

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
April 25, 2018**

CALL TO ORDER

**NOTICE OF THIS MEETING HAS BEEN
PUBLISHED IN ACCORDANCE WITH THE
REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT.**

FLAG SALUTE: Councilman Eric Ford

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

RESOLUTIONS

- | | |
|-----------------|--|
| 101-2018 | A Resolution honoring the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team |
| 102-2018 | A Resolution honoring the Linwood LASAR Fifth/Sixth Grade Girls Basketball Team |

ORDINANCES

RESOLUTIONS WITHIN CONSENT AGENDA

All matters listed under item, **Consent** Agenda, are considered to be routine by City Council, and will be enacted by one motion in the form listed. Any items requiring expenditure are supported by a Certification of Availability of Funds and any item requiring discussion will be removed from the Consent Agenda and discussed separately. All Consent Agenda items will be reflected in full in the minutes.

- | | |
|-----------------|--|
| 95-2018 | A Resolution canceling Grant Balances |
| 96-2018 | A Resolution amending Resolution No. 82, 2018 approving the Certification of Qualified Volunteers for LOSAP |
| 97-2018 | A Resolution authorizing a Military Leave of Absence of Patrolman Michael Fountas, Jr. |
| 98-2018 | A Resolution amending Resolution No. 76, 2018 establishing salaries for non-contractual employees of the City of Linwood for 2018 |
| 99-2018 | A Resolution approving Change Order No. 1 with Arawak Paving Company, Inc. with regard to the 2017 Road Program in the City of Linwood |
| 100-2018 | A Resolution certifying the review of the annual Audit by the Governing Body |

APPROVAL OF BILL LIST:

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

Resolution

City of Linwood, New Jersey

No. 101, 2018

A RESOLUTION HONORING THE LINWOOD LASER SEVENTH/ EIGHTH GRADE GIRLS BASKETBALL TEAM

WHEREAS, the following individuals are members of the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team: Kaitlyn Boggs, Katie Bretones, Hannah Carson, Gabby Cetrone, Camryn Dirkes, Kendall Fuetterer, Julia Kaes, Sydney Kaes, Olivia Leap, McKenna Pontari, and Charlotte Walcoff; and

WHEREAS, the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team is coached by Mike Carson and Bill Fuetterer; and

WHEREAS, the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team won the Cape Atlantic League Championship and the Absecon Marsh Madness Tournament completing their overall season with a record of 20 wins, and 1 loss; and

WHEREAS, the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team has brought substantial recognition to the members thereof, their coaches, families, and the City of Linwood as a result of their outstanding efforts and achievements;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Linwood, on behalf of all of the citizens of Linwood, congratulate, acknowledge and commend the Linwood LASAR Seventh/Eighth Grade Girls Basketball Team and its Coaches on their notable achievements.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing Resolution was unanimously adopted at a Regular Meeting of the Linwood City Council this 25th day of April 2018.

Richard L. DePamphilis, III, Mayor

Elliot C. Beinfest

Stacy DeDomenicis

Eric Ford

Todd Gordon

Brian Heun

Darren Matik

Ralph A. Paolone, Council President

Joseph L. Youngblood, Jr., City Solicitor

Leigh Ann Napoli, Municipal Clerk

Resolution

City of Linwood, New Jersey

No. 102, 2018

A RESOLUTION HONORING THE LINWOOD FIFTH/SIXTH GRADE GIRLS BASKETBALL TEAM

WHEREAS, the following individuals are members of the Linwood Fifth/Sixth Grade Girls Basketball Team: Kasey Bretones, Sophia Day, Lani Ford, Sadie Kent, Ava Mazur, Bella Mazur, Lynn McGlaughlin, Mackenzie Miller, Genevieve Morrison, Emily Paytas, Sydney Stokes, and Ava Tenaglia; and

WHEREAS, the Linwood Fifth/Sixth Grade Girls Basketball Team is coached by Pete Bretones, Bill Mazur, and Dan Miller; and

WHEREAS, the Linwood Fifth/Sixth Grade Girls Basketball Team won the Cape Atlantic League Championship and completed their overall season with a record of 35 wins, and 1 loss; and

WHEREAS, the Linwood Fifth/Sixth Grade Girls Basketball Team has brought substantial recognition to the members thereof, their coaches, families, and the City of Linwood as a result of their outstanding efforts and achievements;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Linwood, on behalf of all of the citizens of Linwood, congratulate, acknowledge and commend the Linwood Fifth/Sixth Grade Girls Basketball Team and its Coaches on their notable achievements.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing Resolution was unanimously adopted at a Regular Meeting of the Linwood City Council this 25th day of April 2018.

Richard L. DePamphilis, III, Mayor

Elliot C. Beinfest

Stacy DeDomenicis

Eric Ford

Todd Gordon

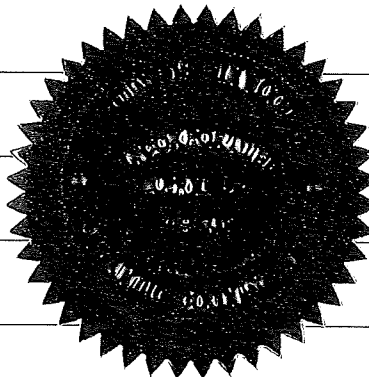
Brian Heun

Darren Matik

Ralph A. Paolone, Council President

Joseph L. Youngblood, Jr., City Solicitor

Leigh Ann Napoli, Municipal Clerk



RESOLUTION No. 95, 2018

A RESOLUTION CANCELING GRANT BALANCES

WHEREAS, the Federal and State Grant Fund of the City of Linwood reflects Grants Receivable and Appropriated Reserves for the various grants; and

WHEREAS, the projects funded by these grants and balances have been fully completed and no further expenditures will be made from these grant line items and no funds will be received from the State of New Jersey for the remaining receivable balances;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the following balances be canceled;

Grants Appropriated Reserves:

FEMA Grant #1954	\$15,381.00
Safe Routes to Schools	\$35,043.00
Safe Routes to Transit	\$16,545.00
NJDOT Reconstruction Poplar Ave.	\$16,445.00
NJDOT Reconstruction Maple Ave.	\$15,347.00
NJDOT Reconstruction Country Club/Delmar	\$21,817.00
NJDOT Bike Path Extension	\$60,683.17
Garden State Historic Preservation Trust	\$8,020.00
Coastal Blue Acres	\$247,459.75

Grant Receivables:

FEMA Grant #1889	\$358.00
FEMA Grant #1954	\$15,381.00
Safe Routes to Schools	\$35,043.00
Safe Routes to Transit	\$24,120.00
NJDOT Reconstruction Poplar Ave.	\$1,528.00
NJDOT Reconstruction Country Club/Delmar	\$10,453.00
NJDOT Reconstruction Woodlyne Blvd.	\$.25
NJDOT Bike Path Extension	\$60,683.17
Clean Communities	\$823.00
Coastal Blue Acres	\$238,000.00
Drunk Driving Enforcement	\$3,216.00
Garden State Historic Preservation Trust	\$2,428.00

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 96, 2018

A RESOLUTION AMENDING RESOLUTION NO. 82, 2018 APPROVING THE
CERTIFICATION OF QUALIFIED VOLUNTEERS FOR LOSAP

WHEREAS, Resolution No. 82, 2018 was adopted on March 28, 2018 amending Resolution No. 50, 2018 adopted on February 14, 2018 approving the certification of qualified volunteers for LOSAP; and

WHEREAS, it has become necessary to amend Resolution No. 82, 2018 to add Demetrios Foster to the list certified by the Linwood Volunteer Fire Company of volunteer members who have qualified for credit under the LOSAP program for 2017 pursuant to N.J.A.C. 5:30-14.10; and

WHEREAS, the certification has been submitted to the Common Council of the City of Linwood for approval, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the certification has been reviewed and recommendations have been made to approve said certification;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the attached certification of qualified volunteers for LOSAP be and is hereby approved.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded forthwith to the Linwood Volunteer Fire Company.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

04/19/18

Please add Demetrios Foster To the qualified member for LOSAP 2017

Thank You

Chick Kisby, LOSAP coordinator

A handwritten signature in cursive script that reads "Chick Kisby". The signature is written in black ink and is positioned below the typed name.

RESOLUTION No. 97, 2018

A RESOLUTION AUTHORIZING A MILITARY LEAVE OF ABSENCE OF PATROLMAN
MICHAEL FOUNTAS, JR

WHEREAS, NJSA 38:23-1 as amended, provides that municipal employees who are members of the reserve components of the military forces of the United States shall be entitled to a leave of absence with full pay for active military duty for a period of thirty (30) work days in any calendar year. Such leave of absence shall be in addition to the regular vacation or other accrued leave allowed such employees. Any leave of absence for such duty in excess of thirty (30) work days shall be without pay but without loss of time; and

WHEREAS, Patrolman Michael Fountas, Jr. has been called to active duty with the United States Marine Reserve beginning June 1, 2018 for the better part of the next year; and

WHEREAS, City Council is desirous of granting a Military Leave of Absence for Patrolman Fountas;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Linwood, hereby authorizes a Military Leave of Absence of Patrolman Michael Fountas, Jr beginning June 1, 2018 for the better part of the next year.

BE IT FURTHER RESOLVED, that the Common Council of the City of Linwood hereby authorizes payment of full salary to Patrolman Fountas, Jr. who has been called to active duty with the United States Marine Corps Reserve for the applicable 30 working day period per calendar year as required by law.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 98, 2018

A RESOLUTION AMENDING RESOLUTION NO. 76, 2018 ESTABLISHING SALARIES FOR NON-CONTRACTUAL EMPLOYEES OF THE CITY OF LINWOOD FOR 2018

WHEREAS, the Common Council of the City of Linwood adopted Resolution No. 98, 2018 establishing salaries for non-contractual employees of the City of Linwood for 2018 on March 14, 2018; and

WHEREAS, the Common Council of the City of Linwood is desirous of amending the salaries of Technical Assistant to the Construction Office and for the Code Enforcement Official;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the 2018 salary for the Technical Assistant to the Construction Office shall be \$47,262 and the 2018 salary for the Code Enforcement Official shall be \$40,019.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 99, 2018

A RESOLUTION APPROVING CHANGE ORDER NO. 1 WITH ARAWAK PAVING COMPANY, INC. WITH REGARD TO THE 2017 ROAD PROGRAM IN THE CITY OF LINWOOD

WHEREAS, Change Order No. 1 with Arawak Paving Company, Inc. with regard to the 2017 Road Program has been submitted for review and approval; and

WHEREAS, recommendations have been made to authorize the Change Order which will result in an increase of the total contract price in the amount of \$6,900.00 in accordance with the attached Change Order incorporated herein and made part hereof;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that Change Order No. 1 with Arawak Paving Company, Inc. regarding the 2017 Road Program be and is hereby authorized and approved;

BE IT FURTHER RESOLVED, by the Common Council of the City of Linwood that the Mayor be and is hereby authorized and directed to execute Change Order No. 1 with regard to the above referenced project.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds from the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 04-16-18
Re: Availability of Funds-2017 Linwood Roadway Resurfacing Program Change Order #1

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$6,900.00 are available under Capital Ordinance 6-2015A Improvements to Roads. Funds will be encumbered to Arawak Paving Co., Inc. 7503 Weymouth Road Hammonton, NJ 08037.

CONTRACT CHANGE ORDER

CHANGE ORDER NO. 1
 DATE April 3, 2018
 CONTRACT NO. 15
 PROJECT DESCRIPTION 2017 Road Program
 CONTRACT DATE December 18, 2017
 CONTRACTOR Arawak Paving Company, Inc.
 REASON FOR CHANGE ORDER: Addition of Replace Type "B" Stormwater Inlet

<u>CONTRACT ITEM NO.</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXTENSION</u>	
				Additions	Deletions
	1 Unit	Replace Type "B" Stormwater Inlet	\$6,900.00	\$6,900.00	
			Subtotal	\$6,900.00	
			Total	\$6,900.00	

ACCEPTED:

John M. Barrett 4/11/2018
 CONTRACTOR DATE
 Arawak Paving Co., Inc.
 John M. Barrett, President

CONTRACT AMOUNT \$ 548,800.00

PREVIOUS CHANGE ORDERS \$ 0.00

APPROVAL RECOMMENDED:

[Signature] 4/11/18
 POLISTINA & ASSOCIATES DATE

THIS CHANGE ORDER No. 1 \$ 6,900.00

TOTAL CHANGE ORDERS TO DATE \$ 6,900.00

APPROVED:

OWNER _____ DATE _____

NOTE: All work under this Change Order to be done under applicable provisions of the contract. Change Order not valid unless properly authorized and approved.

RESOLUTION No. 100, 2018

A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL AUDIT BY THE
GOVERNING BODY

WHEREAS, N.J.S.A.40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations," as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52 - "A local officer or member of the local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services) under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than One

Thousand Dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, that the Common Council of the City of Linwood hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 103, 2018

A RESOLUTION AUTHORIZING THE REFUND OF TAX OVERPAYMENTS OF THE 2017 3RD & 4TH QUARTERS AND THE 2018 1ST QUARTER TAX PAYMENTS MADE FOR BLOCK 21, LOT 8, LOCATED AT 311 W FOREST DRIVE, IN THE CITY OF LINWOOD

WHEREAS, Eves, William & Evelyn are the owners of Block 21, Lot 8 Located at 311 W Forest Drive, in the taxing District of the City of Linwood; and

WHEREAS, William Eves made application to the Tax Assessor, of the City of Linwood, for property tax exemption due to his 100% permanently disabled veteran status on August 17th, 2017 and the Tax Assessor for the City of Linwood granted the exemption for William Eves as of August 17,2017; and

WHEREAS, the City of Linwood must refund the payments of \$5,975.80 that were collected from the Mortgage Holder for the prorated 3RD quarter, the 4TH quarter of 2017 and the 1ST quarter of 2018, the Tax Collector must also remove the 2ND quarter of 2018, due to the exemption granted on William Eves property; and

WHEREAS, William Eves has requested the refund of the payments made in the amount of \$5,975.80 for property taxes;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of Mr. William Eves, in the amount of \$5,975.80 which is the amount of the payment of taxes to said property owners.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of April, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of April, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____