#### LINWOOD COMMON COUNCIL CAUCUS AGENDA October 28, 2020 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 Matik Mr. Ford Mr. Levinson	Mrs. Byrnes Mr. Gordon Mr. Paolone	Mrs. DeDomenicis Mr. Heun
	Professionals:	Mr. Youngblood	Mr. Polistina	Mrs. Napoli
2.	Approval of Minute	es Without Formal Readi	ng	
3.	Mayor's Report			
4.	Councilwoman Byr A. Neighborhood			
5.	Councilwoman DeD A. Public Works	Oomenicis		
6.	Councilman Ford A. Planning & Deve	elopment		

1. Resolution approving temporary signage for Jersey Shore Aesthetics & Wellness

- 7. Councilman Gordon
  - A. Engineering
    - 1. Resolution approving a Change Order No. 1-Final with Arawak Paving for the 2019 resurfacing of Brighton Drive Development
- 8. Councilman Heun
  - A. Public Safety
- 9. Councilman Levinson
  - A. Revenue & Finance
    - 1. Resolution authorizing an application to the Local Government Emergency Fund (CRF) Grant
    - 2. Resolution authorizing a refund of an overpayment of taxes for 103 E. Dawn Drive due to 100% total disabled Veterans status
    - 3. Resolution authorizing the cancellation of property taxes for Block 12 Lots 2 & 20 (Cleveland Avenue) due to City ownership
- 10. Council President Paolone
  - A. Administration
    - 1. Resolution approving an amendment to Raffle License No. 2020-20-A for Gilda's Club
- 11. Mr. Youngblood

#### LINWOOD COMMON COUNCIL AGENDA OF REGULAR MEETING October 28, 2020

#### CALL TO ORDER

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

FLAG SALUTE: Councilman Todd Gordon

**ROLL CALL** 

#### APPROVAL OF MINUTES WITHOUT FORMAL READING

#### 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.

165-2020	A Resolution authorizing an application to the Local Government Emergency Fund (CRF) Grant
166-2020	A Resolution authorizing the refund of a tax overpayment of the 2020 3 <sup>rd</sup> quarter tax payment made for Block 31, Lot 10 located at 103 E. Dawn Drive, in the City of Linwood
167-2020	A Resolution approving an amendment to Raffle License No. 2020-20-A for Gilda's Club South Jersey
168-2020	A Resolution authorizing the cancellation of property taxes for Block 12 Lots 2 & 20
169-2020	A Resolution approving temporary signage for Jersey Shore Aesthetics & Wellness
170-2020	A Resolution approving Change Order No. 1-Final with Arawak Paving Company with regard to the FY 2019 Resurfacing of Brighton Drive Development in the City of Linwood

**APPROVAL OF BILL LIST: \$** 

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

**ADJOURNMENT** 

#### RESOLUTION NO. 165, 2020

A RESOLUTION AUTHORIZING AN APPLICATION TO THE LOCAL GOVERNMENT EMERGENCY FUND (CRF) GRANT

WHEREAS, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

WHEREAS, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

WHEREAS, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

WHEREAS, the Department of Community Affairs ("DCA"), through the Division of Local Government Services ("DLGS" or "Division"), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (the "LGEF" or "Program"), provided through an allocation of the State of New Jersey's CARES Act Coronavirus Relief Fund (CRF Funds); and

WHEREAS, counties and municipalities excluded from the federal government's direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

WHEREAS, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

WHEREAS, LGEF Grants exist to support costs incurred as part of a local unit's response to COVID-19;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood, that the City of Linwood will apply for a LGEF Grant in the amount of \$24,220.00.

	I,	Leigh	Ann	Napol	li, RI	MC, M	unici	pal	Clerk	of the	e City	of L	inwoo	d,
do 1	herek	by cert	cify	that	the	foreg	oing	res	olution	n was	duly	adopte	ed at	а
Regu	ılar	Meetir	ng of	the	City	Coun	cil o	of L	inwood	, held	l this	28th	day	οf
Octo	ber,	2020.												

	LEIGH	ANN	NAPOLI,	RMC,	MUNICIPAL	CLERK
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APPROVED:	DITIVIL	IN LIZZ.	1111, 11111			

#### APPLICANT IDENTIFICATION & PLANNED EXPENDITURES FORM - LGEF 1

Entity Name:		County: Atlantic
City of Linwood		
Address:		
400 Poplar Ave. Linwood, NJ 08221		
Program Con	ntact Inforn	nation
Chief Financial Officer	Grant Ad	lministrator (if different from CFO)
Voice phone: 609-926-7974	Voice phon	e:
Fax: 609-653-2730	Fax:	
E-mail:	E-mail:	
astrazzeri@linwoodcity.org		
Other personnel:		

Total Allocation:	\$ <u>80,694.00</u>
Total Grant Amount Requested:	\$ <u>24,220.00</u>

## PROJECTED APPROPRIATION LINE ITEMS & REIMBURSEMENT AMOUNTS (Please refer to the Program Guidelines for eligible activities)

PROJECTED LINE ITEMS (including FCOA code)	Projected Total
Police Other Expenses 25-240-2	\$702.07
Emergency Management Other Expense 25-252-2	\$337.50
Buildings and Grounds Other Expenses 20-310-2	\$17,763.84
Clerk Other Expenses 20-120-2	\$401.17
Court Other Expenses 20-490-2	\$835.70
Public Works Salaries and Wages 26-290-1	\$2,289.00
Police Salaries and Wages 25-240-1	\$1,890.72
TOTAL PLANNED EXPENDITURES	\$24,220.00

#### PROJECT NARRATIVE-LGEF-2

**PROJECT NARRATIVE**: For each line item, detail what is being sought for reimbursement and explain their eligibility under the Program Guidelines. Insert supplemental sheets as necessary (numbered 2a, 2b et al.).

Police Other Expenses – N-95 Masks and Hand Sanitizer
Emergency Management Other Expenses – Face Masks
Buildings and Grounds Other Expenses – Unanticipated clean supplies and disinfection for Fire Dept and Playground
Clerk Other Expenses – Cleaning Supplies
Court Other Expenses – Laser Thermometer and Protective Plexiglass
Public Works Salaries and Wages – Paid leave for one employee out of work for two week quarantine due to out of state travel.
Police Salaries and Wages - Paid leave due to one police officer on duty COVID-19 exposure.

#### **DUPLICATION OF BENEFITS ANALYSIS-LGEF-3**

#### OTHER COVID-19 RELATED ASSISTANCE APPLIED FOR BY APPLICANT

Funding Source	Amount
Grant Funds	\$0
Loan Proceeds	
Value of In-Kind Resources	
Other funds	
TOTAL DOLLAR VALUE	

#### OTHER COVID-19 RELATED ASSISTANCE AWARDED TO APPLICANT

Funding Source	Amount
Grant Funds	\$0
Loan Proceeds	
Value of In-Kind Resources	
Other funds	
TOTAL DOLLAR VALUE	·

#### **DUPLICATION OF BENEFITS NARRATIVE**

Please describe each grant, loan, or other source of COVID-19 related assistance applied for and/or awarded to the applicant, including identifying each funding source of the assistance, and list all line items (including FCOA code) to which said COVID-19 related assistance is to be applied. For each line item, explain what the assistance is to be used for and why the other funds would not duplicate assistance provided through a Local Government Emergency Fund grant. Insert supplemental sheets as necessary (numbered 3a, 3b et al.).

## **DUPLICATION OF BENEFITS ANALYSIS-LGEF-3**

### DUPLICATION OF BENEFITS NARRATIVE

N/A		

### CFO CERTIFICATION OF ANTICIPATED NEED (LGEF-4)

I Anthony Strazzeri, chief financial officer of the City of Linwood, hereby certify that the items being sought for reimbursement are eligible for reimbursement under the Local Government Emergency Fund (LGEF) Program Guidelines.

Signature of Chief Financial Officer

#### RESOLUTION NO. 166, 2020

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2020 3<sup>rd</sup> QTR TAX PAYMENT MADE FOR BLOCK 31, LOT 10 LOCATED AT 103 E DAWN DRIVE, IN THE CITY OF LINWOOD

WHEREAS, Matthew Kenkelen, is the owner of Block 31, Lot 10 located at 103 E Dawn Drive, in the taxing District of the City of Linwood; and

WHEREAS, the 2020 3rd Quarter was paid on 103 E Dawn Drive; on July 31, 2020 the owner received a 100% Totally Disabled Veteran Exemption Status towards the Property Taxes; and the Mortgage Holder made a payment on July 31, 2020; and

WHEREAS, Mr. Matthew Kenkelen has requested the refund of the 2020  $3^{RD}$  Quarter Taxes in the amount of \$1,924.17 for the 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 Matthew Kenkelen, in the amount of \$1,924.17 which is the amount of the overpayment 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 28th day of October, 2020.

	LEIGH AN	NN NAP	OLI,	RMC,	MUNICIPAL	CLERK
-						
	DARREN N	MATIK,	MAYC	P		

Kenkelen Mathew F. 103 Dawn Drive Linwood NJ 08221

Repuests property tax overpayment to be refunded to me in the amount of. 1,974.17.

Afut Kelt.

BL Owner Nam	•	31. ENKELEN,	10. MATTHEW					ar: 2020 to 2 on: 103 E DAW			
Tax Yea Original Other Bi Total	Bill 11 A	ed: dj:	Qtr 1 1,800.03 1,800.03 3,600.06			Qtr 3 1,924.17 0.00 1,924.17		Qtr 4 1,833.13 0.00 1,833.13	Total 7,357.36 3,600.06 10,957.42		
Balance	ymen Adju alan	st:	1,800.03 1,800.03- 0.00	1,80	0.03 0.03- 0.00	1,924.17 1,924.17- 1,924.17-		0.00 1,833.13- 0.00	5,524.23 7,357.36- 1,924.17-		
Date	Qtr	Type Descrip		Check No	Mthd	Reference		Batch Id	Principal	Interest	2020 Prin Balance
01/31/20	1	Orig	inal Bille 001	d various	CK	11139	230	CORELOGI	7,357.36 1,800.03	0.00	7,357.36 5,557.33
02/13/20	1	Adjustm	ent TDV	٥		11204	3	TDV .	1,800.03	0.00	7,357.36
02/13/20	1	Adjustm	OF 12/24/1 ent 064 ION #51-20			11204	4	TDV	1,800.03-	0.00	5,557.33
05/06/20	2	Payment	001	VARIOUS	CK	11455	220	CORELOGI	1,800.03	0.00	3,757.30
06/12/20	2	, .a.j a.o c		019		11573	1	REF TDV	1,800.03	0.00	5,557.33
06/12/20	2	Adjustm				11573	2	REF TDV	1,800.03-	0.00	3,757.30
07/31/20	3	Payment	001	VARIOUS	CK	11760	234	CORELOGI	1,924.17	0.00	1,833.13
08/17/20	3	Adjustm		120		11821	1	TDV RES	1,924.17-	0.00	91.04-
08/17/20	4	Adjustm				11821	2	TDV RES	1,833.13-	0.00	1,924.17-

Total Principal Balance for Tax Years in Range: \_\_\_\_\_1,924.17-

#### RESOLUTION NO. 167, 2020

A RESOLUTION APPROVING AN AMENDMENT TO RAFFLE LICENSE NO. 2020-20-A FOR GILDA'S CLUB SOUTH JERSEY

WHEREAS, Gilda's Club South Jersey was issued a Raffle License on February 12, 2020 by Resolution No. 66, 2020; and

WHEREAS, Gilda's Club South Jersey has requested to amend said license changing the date of the Raffle from November 8, 2020 to July 21, 2021; and

WHEREAS, it is the desire of the Common Council to approve said amendment;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the amendment to Raffle License No. 2020-20-A be and is hereby approved.

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 28th day of October, 2020.

	LEIGH	ANN	NAPOL	ıΙ,	RMC,	MUNICIPAL	CLERK
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APPROVED:							

#### RESOLUTION NO. 168, 2020

A RESOLUTION AUTHORIZING THE CANCELLATION OF PROPERTY TAXES FOR BLOCK  $$12\ {\rm LOTS}\ 2\ \&\ 20$ 

WHEREAS, The City of Linwood is the owner of Block 12 Lots 2 & 20 located at Wabash & Cleveland in the taxing district of the City of Linwood; and

WHEREAS, The City of Linwood is exempt from paying real estate taxes per statute NJSA 54:04-03.03;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the City of Linwood, be granted an exemption and the property taxes be cancelled for Block 12 Lots 2 & 20. The Tax Collector is hereby duly authorized, empowered and directed to cancel the 1st and 2nd quarter taxes for 2021 for the property known as Block 12 Lots 2 & 20.

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 28th day of October, 2020.

	LEIGH	ANN	NAPOL	I, RMC,	MUNICIPAL	CLERK
APPROVED:	DARREI	N MA	ΓΙΚ, Μλ	AYOR		AAAAAA

#### RESOLUTION NO. 169, 2020

A RESOLUTION APPROVING TEMPORARY SIGNAGE FOR JERSEY SHORE AESTHETICS & WELLNESS

WHEREAS, Jersey Shore Aesthetics & Wellness has requested permission for two temporary yard signs measuring 24"x18" and three flags measuring "24.25x79.5" advertising the hours of business; and

WHEREAS, the temporary signs are requested to be located at their business address of 650 New Road in the City of Linwood; and

WHEREAS, temporary signage needs approval by City Council; and

WHEREAS, the Common Council is desirous of approving said
request;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that permission for the placement of two temporary yard signs measuring 24"x18" and three flags measuring "24.25x79.5" advertising the hours of business are hereby granted to Jersey Shore Aesthetics & Wellness based on the following conditions;

- 1.) Signs shall not be internally illuminated or electrically activated.
- 2.) Signs shall not block any site triangle for access and egress points of travel.
- 3.) Signs shall be securely fastened.

BE IT FURTHER RESOLVED, that the signs shall be permitted for a period beginning on October 29, 2020 and ending on December 28, 2020.

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 28th day of October, 2020.

	LEIGH	ANN	NAPOLI,	RMC,	MUNICIPAL	CLERK
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APPROVED:	DITTAL		1111/ 11111			



Linwood/Northfield Shared Municipal Court 400 Poplar Avenue, Linwood, NJ 08221 (609) 927-3110



October 15, 2020

To Whom It May Concern:

Jersey Shore Aesthetics and Wellness is requesting to put yard signs with a measurement of 24"x18" (2 feet wide and 1 ½ feet tall). The purpose of the signs is to let clients know we are open on Saturdays and Sundays between the hours of 7:30am to 12:00pm. They would be placed at 7:30am and removed at 11:30am. Additionally, Jersey Shore would like to add a "Open" feather flag on the lawn with a measurement of 24.25" x 79.5". The purpose of the feather flag will also inform the public of our office being open from Monday through Friday between the hours of 9:00am and 3:00pm. The flag will be placed at 9:00am and removed at 3:00pm.

Thank you for your time.

Sincerely,

Dr. Brian Sokalsky

650 New Road Suite D Linwood, NJ 08221 609-732-2244

www.jerseyshoremedicalalliance.com

#### RESOLUTION NO. 170, 2020

A RESOLUTION APPROVING CHANGE ORDER NO. 1-FINAL WITH ARAWAK PAVING COMPANY WITH REGARD TO THE FY 2019 RESURFACING OF BRIGHTON DRIVE DEVELOPMENT IN THE CITY OF LINWOOD

WHEREAS, Change Order No. 1-Final with Arawak Paving Company with regard to the FY 2019 Resurfacing of Brighton Drive Development has been submitted for review and approval; and

WHEREAS, recommendations have been made to authorize the Change Order which will result in a decrease of the total contract price in the amount of \$25,346.36 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-Final with Arawak Paving Company regarding the FY 2019 Resurfacing of Brighton Drive Development 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-Final 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 28th day of October, 2020.

	LEIGH	I ANN	NAPOLI,	RMC,	MUNICIPAL	CLERK
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Form \$A-1 11/2002

#### NEW JERSEY DEPARTMENT OF TRANSPORTATION

#### STATE AID PROJECTS

#### CHANGE ORDER NUMBER -1-Final

Division of Local Aid and Economic Development

Project FY 2019 Resurfacing of Brighton Drive Development

 Municipality
 City of Linwood

 County
 Atlantic County

 Contractor
 Arawak Paving Company

In accordance with the project Supplementary Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required)

Change Order No. 1 - Final addresses the adjusted quantities for the completion of the Resurfacing of the Birhgton Drive Development

Item	Description	<u>Original</u>	Quantity	Nam Onantita	Channe			to ta postor	
1	Mobilization & Permits	1.00	LS LS	New Quantity 1.00 L			_	Jnit Price	Amount
2	Clearing Site	1.00	LS	1.00 L		LS		20,000.00	\$20,000.00
3	Construction Layout	1.00	LS	1.00 L		LS	\$	15,000.00	\$15,000.00
4	Sawcutting	282.00	LF	282.00 L		LS	\$	5,500.00	\$5,500.00
5	Milling, 2" & Variable	13,224.00	SY	13,231.00 S		LF SY	\$ \$	0.01 2.00	\$2.82
6	Dense Graded Aggregate, 6" Thick	700.00	SY	0.00 S		SY	\$	0.01	\$26,462.00
7	Hot Mix Asphalt, 19M64 Base Course, 4" Thick	100.00	TON	0.00 TO		TON	\$		\$0.00
8	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick	1,590.00	TON	1,672.94 TO		TON	\$	0.01	\$0.00
9	Asphalt Driveway Reconstruction, 2" Thick	25.00	SY	25.00 S		SY	\$	80,00 50.00	\$133,835.20
10	Replace Type "B" Inlet Casting	5.00	UNIT	5.00 UN		UNIT	\$		\$1,250.00
11	Reset Manhole Casting	8.00	UNIT	8.00 UN		UNIT	\$	1,363.26	\$6,816.30
12	Reset Utility Valve Casting	8.00	UNIT	8.00 UN		UNIT	\$	0.01	\$0.08 \$0.08
13	Detectable Warning Surface	14.00	UNIT	14.00 UN		UNIT	\$	440.00	\$6,160.00
14	Concrete Vertical Curb	1,154.00	LF	1,104.56 LI		LF	\$	37.40	\$41,310.54
15	Concrete Driveway Reconstruction	40.00	SY	19.11 SY		SY	\$	135.00	\$2,579.85
16	Concrete Sidewalk, 4" Thick	427.00	SY	400.68 SY		SY	\$	90.00	\$36,061,20
17	Install Stop Sign	1.00	UNIT	1.00 UN		UNIT	S	350.00	\$350.00
18	Traffic Stripes, Long Life Epoxy	150.00	LF	150.00 LI		LF	S	1.10	\$165.00
19	Traffic Markings / Symbol, Thermoplastic	1,342.00	SF	1,360,00 SI	,	SF	\$	2,30	\$3,128.00
20	Topsoil, Fertilizer, Seed	700.00	SY	700.00 SY		SY	\$	5.00	\$3,500.00
21	Construction Signs	100.00	SF	100.00 SI		SF	\$	0.01	\$1.00
22	Traffic Drums	10.00	UNIT	10.00 UN		UNIT	\$	0.01	\$0.10
23	Traffic Cones	50.00	UNIT	50.00 UN		UNIT	\$	0.01	\$0.50
24	Traffic Directors - Flaggers	80.00	HOUR	0.00 HO		HOUR	\$	68.48	\$0.00
25	Traffic Directors - Police	24.00	HOUR	0.00 HO		HOUR	\$	68.48	\$0.00
26	Fuel Price Adjustment	1.00	LS	1.00000 LS		LS	\$	1,200,00	-\$5,918.76
27	Asphalt Price Adjustment	1.00	LS	1.00000 LS		LS	\$	2,100.00	-\$11,950.27
		1,00			0.00000	LO	φ	2,100.00	-911,930.27

Amount of Original Contract \$312,900.00 Extra -\$25,346.36 Supplemental Adjusted Amount Based on \$287,553.64 Reduction Change Order(s) \_1 **Total Change** -\$25,346.36 % Change in Contract <u>-8.10%</u> [(+) Increase or (-) Decrease] Approved (Engineer) (Date) (District Manager) (Date) (Division of Local Aid and (Presiding Officer) (Date) Economic Development)

(Contractor)
Arawak Paving Co., Inc.

Anna E. Rivera, Contract Administrator

10/16/20

(Date)