

**LINWOOD COMMON COUNCIL
CAUCUS AGENDA
September 24, 2025
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 _____ Mrs. Albright _____ Mr. Kelly _____
Mr. Levinson _____ Mr. Michael _____ Mr. Salerno _____
Mr. Walcoff _____ Mr. Ford _____

Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
4. Councilwoman Albright
 - A. Planning, Engineering, & Development
 1. Ordinance amending Chapter 155 Flood Damage Prevention – final reading
 2. Resolution designating the City's Floodplain Manager, Alexander Bauer, as the Floodplain Administrator for consistency with the recent Ordinance Amendment to Chapter 155
 3. Resolutions approving temporary signage for the Coin Show and Charity League Christmas Mart
 4. Resolution awarding the Contract to Arawak Paving Co., Inc. for Improvements to Monroe Avenue, Contract No. 64
5. Councilman Kelly
 - A. Neighborhood Services
 1. Ordinance amending Chapter 140 Fees, Article VI Board of Recreation Fees – final reading
6. Councilman Levinson
 - A. Revenue & Finance
 1. Resolution authorizing the refund of various tax overpayment
7. Councilman Michael
 - A. Public Safety
8. Councilman Walcoff
 - A. Public Works
 1. Resolution authorizing a Change Order with Miller's Lawn Care for the new section of the bike path along Monroe Avenue
9. Council President Ford
 - A. Administration
 1. Sports organizations sign requests
 2. Resolution authorizing additional funds for a Non-Competitive Contract for Professional Services to Matthew J. Behr, Esquire for Legal Services regarding a personnel matter
10. Solicitor's Report

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
September 24, 2025**

CALL TO ORDER

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

FLAG SALUTE: Councilman Ken Kelly

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

ORDINANCE

- | | |
|------------------|---|
| 7 OF 2025 | AN ORDINANCE AMENDING CHAPTER 140 FEES, ARTICLE VI BOARD OF RECREATION FEES OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HERewith.
<i>FIRST READING:</i> September 10, 2025
<i>PUBLICATION:</i> September 16, 2025
<i>PASSAGE:</i> September 24, 2025 |
| 9 OF 2025 | AN ORDINANCE AMENDING ORDINANCE 8-2021, CODIFIED AS CHAPTER 155 FLOOD DAMAGE PREVENTION, TO AMEND THE FLOODPLAIN ADMINISTRATOR DESIGNATION, TO REQUIRE AN APPROVED FLOODPLAIN PERMIT PRIOR TO ISSUANCE OF A ZONING PERMIT, TO AMEND THE DEFINITION OF MARKET VALUE AND WETFLOOD PROOFING, AND TO SET FEES FOR FLOODPLAIN APPLICATIONS
<i>FIRST READING:</i> September 10, 2025
<i>PUBLICATION:</i> September 16, 2025
<i>PASSAGE:</i> September 24, 2025 |

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.

- | | |
|-----------------|--|
| 156-2025 | A Resolution approving a Change Order No. 3 with Miller's Lawn Care Inc. with regard to Lawn Maintenance Services in the City of Linwood |
| 157-2025 | A Resolution authorizing the refund of various tax overpayments |
| 158-2025 | A Resolution designating Floodplain Manager Alexander R. Bauer as the Floodplain Administrator for the City of Linwood |
| 159-2025 | A Resolution approving temporary signage for the Atlantic County Numismatic Society Coin Show |
| 160-2025 | A Resolution approving temporary signage for the Charity League Christmas Mart |
| 161-2025 | 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 |
| 162-2025 | A Resolution awarding the Contract to Arawak Paving Co., Inc. for Improvements to Monroe Avenue, Contract No. 64 |

APPROVAL OF BILL LIST: \$525,911.61

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

ORDINANCE NO. 7, 2025

AN ORDINANCE AMENDING CHAPTER 140 FEES, ARTICLE VI BOARD OF RECREATION FEES OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

BE IT ORDAINED, by the Common Council of the City of Linwood, County of Atlantic and State of New Jersey as follows:

SECTION 1: Chapter 140, Article VI. Board of Recreation Fees, Section 140-16 Fees established, Section B Field usage fees, Section (3) Outside organization using Linwood fields for a one-time event is hereby amended to read as follows:

- (3) Resident outside organizations using a Linwood field for a one-time event.
 - (a) Daytime event: \$150.00
 - (b) Evening event: \$250.00
- (4) Non-Linwood resident outside organizations using a Linwood field for a one-time event.
 - (a) Daytime event: \$750
 - (b) Evening event: \$1,000

SECTION 2: Chapter 140, Article VI. Board of Recreation Fees, Section 140-16 Fees established, is hereby amended to add the following:

C. Unauthorized Use.

- (a) The fee for unauthorized use for the first offense shall be \$250.00.
- (b) The fee for unauthorized use for the second offense, and thereafter, shall be \$1,000.00.

SECTION 3: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 4: Should any sentence, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION 5: This ordinance shall take effect upon its final passage, publication and adoption in the manner prescribed by law.

FIRST READING:
PUBLICATION:
PASSAGE:

September 10, 2025
September 16, 2025
September 24, 2025

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, September 10, 2025 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on September 24, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

ORDINANCE NO. 9, 2025

AN ORDINANCE AMENDING ORDINANCE 8-2021, CODIFIED AS CHAPTER 155 FLOOD DAMAGE PREVENTION, TO AMEND THE FLOODPLAIN ADMINISTRATOR DESIGNATION, TO REQUIRE AN APPROVED FLOODPLAIN PERMIT PRIOR TO ISSUANCE OF A ZONING PERMIT, TO AMEND THE DEFINITION OF MARKET VALUE AND WETFLOOD PROOFING, AND TO SET FEES FOR FLOODPLAIN APPLICATIONS

WHEREAS, this ordinance amends in part Ordinance 8-2021 adopted on April 28, 2021, and

WHEREAS, after review and consideration, the intent of this ordinance is to update Ordinance 8-2021 to better reflect the community needs of the City of Linwood, and

WHEREAS, the City Administrator, Construction Official, and Floodplain Administrator recommend these amendments, and

WHEREAS, the adoption of these amendments is made under the police powers of the City of Linwood.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Linwood, situate in the County of Atlantic, State of New Jersey, that Ordinance 8-2021 is hereby amended as follows:

Section I. Chapter 155, Article III, Section 155-13 of the Revised Code of the City of Linwood entitled "Floodplain Administrator Designation" is hereby deleted in its entirety and replaced as follows:

§ 155-13 Floodplain Administrator designation.
The city council shall designate a Floodplain Administrator by resolution. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

Section II. Chapter 155, Article III, Section 155-18 of the Revised Code of the City of Linwood entitled "Other permits" is hereby deleted in its entirety and amended as follows:

§ 155-18 Other permits.
It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until there is proof that necessary permits have been granted by federal or state agencies having jurisdiction over such development, including Section 404 of the Clean Water Act. In the event of conflicting permit requirements,

the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

No zoning permit for properties in the floodplain shall be issued unless a floodplain permit is issued by the Floodplain Administrator or their designee.

Section III. Chapter 155, Article IV, Section 155-30 of the Revised Code of the City of Linwood entitled "Application for permit" is hereby deleted in its entirety and amended as follows:

§ 155-30 Application for permit.

The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- A. Identify and describe the development to be covered by the permit.
- B. Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- C. Indicate the use and occupancy for which the proposed development is intended.
- D. Be accompanied by a site plan and construction documents as specified in Article V of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- E. State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- F. Be signed by the applicant or the applicant's authorized agent.
- G. A fee for the review of application and associated inspections shall be paid by the property owner or his or her agent and collected by the city in the amounts listed below:
 1. Floodplain permit application for residential dwelling, residential addition, residential substantial improvement, or residential renovation: \$200.
 2. Floodplain permit application for commercial dwelling, commercial addition, commercial detached garage, commercial substantial improvement, or commercial renovation: \$400.
 3. Floodplain permit application for residential accessory structure or agricultural structure: \$75.
 4. Floodplain permit application for commercial accessory structure: \$150.
 5. Revised application review for all proposed items in #1: \$100.

6. Revised application review for all proposed items in #2: \$200.

7. Revised application review for all proposed items in #3: \$25.

8. Revised application review for all proposed items in #4: \$50.

9. Final review prior to certificate of occupancy, certificate of approval, temporary certificate of occupancy, certificate of continued occupancy, or certificate of compliance issued by Construction Official for all proposed items in #1: \$100.

10. Final review prior to certificate of occupancy, certificate of approval, temporary certificate of occupancy, certificate of continued occupancy, or certificate of compliance issued by Construction Official for all proposed items in #2: \$200.

11. Final review prior to certificate of occupancy, certificate of approval, temporary certificate of occupancy, certificate of continued occupancy, or certificate of compliance issued by Construction Official for all proposed items in #3: \$25

12. Final review prior to certificate of occupancy, certificate of approval, temporary certificate of occupancy, certificate of continued occupancy, or certificate of compliance issued by Construction Official for all proposed items in #4: \$50

7. Elevation certificate review for resale: \$50.

8. Inspection for substantial damage or substantial improvement: \$200.

9. Special Flood Hazard Area determination letter, or any letter requested to be issued by the Floodplain Administrator: \$50.

Section IV. Chapter 155, Section 155-53 of the Revised Code of the City of Linwood entitled "Definitions" is hereby deleted as to only the definitions of "MARKET VALUE" and "WET FLOODPROOFING" are replaced as follows:

MARKET VALUE

The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods:

1) actual cash value (replacement cost depreciated for age and quality of construction), 2) tax assessment value adjusted to approximate market value by a factor provided by the tax assessor, or 3) established by a qualified independent appraiser.

WET FLOODPROOFING

Floodproofing method that relies on the use of flood-damage-resistant materials and construction techniques in areas of a structure that are below the local design flood elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and nonresidential structures, and to accessory and agricultural structures.

Section V. Chapter 155, Section 155-76 of the Revised Code of the City of Linwood entitled "Requirements for habitable buildings and structures", B. "Construction and Elevation in V Zones and Coastal A Zones" is hereby amended to delete item (6) "for new construction or substantial improvements, enclosures shall be less than 295 square feet in size.

SECTION VI: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION VII: Should any sentence, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION VIII: This ordinance shall take effect upon its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>September 10, 2025</i>
<i>PUBLICATION:</i>	<i>September 16, 2025</i>
<i>PASSAGE:</i>	<i>September 24, 2025</i>

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on September 10, 2025 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on September 24, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

RESOLUTION No. 156, 2025

A RESOLUTION APPROVING CHANGE ORDER NO. 3 WITH MILLER'S LAWN CARE INC.
WITH REGARD TO LAWN MAINTENANCE SERVICES IN THE CITY OF LINWOOD

WHEREAS, Change Order No. 3 with Miller's Lawn Care Inc. with regard to Lawn Maintenance Services for the new bike path on Monroe Avenue 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 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. 3 with Miller's Lawn Care Inc. regarding Lawn Maintenance Services 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. 3 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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, QPA, City Clerk
Date: 9-16-2025
Re: Availability of Funds-Lawn Maintenance Monroe Ave Path to New Road

Pursuant to 40A: 4-57, I hereby certify that sufficient funds will be available under Buildings and Grounds Other Expenses in the operating budget. Funds will be encumbered to Miller's Lawn Care Inc., 320 Tilton Road Northfield, NJ 08225.

Miller's Lawn Care

PO Box 402
Linwood, NJ 08221
(609) 272-3000 - Phone

The following are prices for work to be done on Monroe Ave.

Cutting of grass on new bike path section, Monroe Ave. Area to be cut will included grass along bike path going from Oak Ave to New road intersections:
\$155.00/cut

Thank you
Dan Miller
9/16/2025

RESOLUTION No. 157, 2025

A RESOLUTION AUTHORIZING THE REFUND OF VARIOUS TAX OVERPAYMENTS

WHEREAS, certain owners of real estate situate in the tax district of the City of Linwood have paid their 2nd quarters of 2025 property taxes in accordance with the provisions of the Statute so made and provided; and

WHEREAS, certain property owners have overpaid their 2025 property taxes due to duplicate payments made by Core Logic in the amounts set forth on the list attached hereto and made part hereof; and

WHEREAS, Core Logic has requested a refund of the 2025 2nd quarter tax overpayments for the properties listed; and

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 CoreLogic, Attn: Refunds Department, 3001 Hackberry Road, Irving, TX 75063-0156, payments in the amount of \$5,653.83 for the overpayments set forth on the attached list in order to refund monies representing overpayment of taxes to said property owner.

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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

TAX REFUNDS

List:	Block	Lot	Qualifier	Amount
	31	10		\$2,129.72 TAX EXEMPT VETERAN
	119	10		\$2,151.66
	150	2	C0416	\$1,372.45

RESOLUTION No. 158, 2025

A RESOLUTION DESIGNATING FLOODPLAIN MANAGER ALEXANDER R. BAUER AS THE
FLOODPLAIN ADMINISTRATOR FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 116, 2025, Alexander R. Bauer was
hired as the Floodplain Manager for the City of Linwood; and

WHEREAS, recent amendments to the City Code Chapter 155 Flood
Damage Prevention includes the designation of a Floodplain
Administrator who is authorized and directed to administer all the
provisions of said Code; and

WHEREAS, Alexander R. Bauer has agreed to perform all the duties
of the office of Floodplain Administrator for the City of Linwood;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City
of Linwood, County of Atlantic, that Alexander R. Bauer is hereby
designated as the Floodplain Administrator for 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 24th day of
September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 159, 2025

**A RESOLUTION APPROVING TEMPORARY SIGNAGE FOR THE ATLANTIC COUNTY
NUMISMATIC SOCIETY COIN SHOW**

WHEREAS, the Atlantic County Numismatic Society has requested permission for fifteen temporary lawn signs advertising the Coin Show for Saturday, October 18, 2025 at Our Lady of Sorrows Church; and

WHEREAS, the temporary lawn signs are requested to be installed on City property in the City of Linwood; and

WHEREAS, all 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 fifteen temporary lawn signs advertising the Coin Show is hereby granted to the Atlantic County Numismatic Society based on the following conditions;

- 1.) Signs shall not be internally illuminated or electrically activated.
- 2.) Signs shall not be in the public Right-of-Way.
- 3.) Signs shall not block any site triangle for access and egress points of travel.

BE IT FURTHER RESOLVED, that the temporary lawn signs shall be permitted for a period beginning on October 13, 2025 and ending on October 20, 2025.

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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 160, 2025

**A RESOLUTION APPROVING TEMPORARY SIGNAGE FOR THE CHARITY LEAGUE
CHRISTMAS MART**

WHEREAS, the Charity League has requested permission for a temporary sign measuring 2.5'x6' advertising the Annual Christmas Mart for Friday, November 21, 2025 at the Linwood Country Club; and

WHEREAS, the temporary sign is requested to be installed on property owned by the Linwood Country Club along Shore Road in the City of Linwood; and

WHEREAS, all 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 a 2.5'x6' temporary sign advertising the Annual Christmas Mart is hereby granted to the Charity League based on the following conditions;

- 1.) Signs shall not be internally illuminated or electrically activated.
- 2.) Signs shall not be in the public Right-of-Way.
- 3.) Signs shall not block any site triangle for access and egress points of travel.

BE IT FURTHER RESOLVED, that the temporary sign shall be permitted for a period beginning on November 1, 2025, 2025 and ending on November 22, 2025.

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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 161, 2025

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

WHEREAS, by Resolution No. 117, 2025, a Contract for Professional Services was awarded to Matthew J. Behr, Esquire for an amount not to exceed \$10,000.00; and

WHEREAS, there is a need to authorize additional funds in the sum not to exceed \$10,000.00; and

WHEREAS, the Common Council is desirous of authorizing the additional funds; and

WHEREAS, the Local Public Contracts Law (N.J.S. 40A:11.1 et. seq.) requires that a Resolution authorizing the award of Contracts for "Professional Services" without competitive bids must be advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that additional funds in the sum not to exceed \$10,000.00 are hereby authorized for the Contract with Matthew J. Behr, Esquire, of the firm Marshall Dennehey P.C. for Legal Services regarding a personnel matter;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to amend and execute a Contract or Agreement with Matthew J. Behr, Esquire of the firm Marshall Dennehey P.C. with regard to the aforesaid. This Contract is awarded without competitive bidding as a "Professional Service" under the provision of the Local Public Contracts Law because the Local Public Contracts Law permits professional services to be awarded without the necessity of competitive bidding.

A copy of this Resolution shall be published in an official newspaper of the City of Linwood as required by law within ten (10) days of its passage.

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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, QPA, City Clerk
Date: 09-23-2025
Re: Availability of Funds-Legal Services Personal Matter

Pursuant to 40A: 4-57, I hereby certify that sufficient funds will be available under police other expenses in the operating budget. Funds will be encumbered to Marshall Dennehey P.C., 2000 Market Street Suite 2300 Philadelphia, PA 19103.

RESOLUTION No. 162, 2025

A RESOLUTION AWARDING THE CONTRACT TO ARAWAK PAVING CO., INC. FOR IMPROVEMENTS TO MONROE AVENUE, CONTRACT NO. 64

WHEREAS, the City of Linwood received formal bids for Improvements to Monroe Avenue, Contract No. 64 in the City of Linwood on Tuesday, September 24, 2025 at 10:00 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for Improvements to Monroe Avenue, Contract No. 64 be and is hereby awarded to Arawak Paving Co., Inc., 7503 Weymouth Road, Hammonton, NJ 08037 for the Base Bid amount of \$198,700.00 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Arawak Paving Co., Inc. in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by 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 24th day of September, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 24th day of September, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, QPA, City Clerk
Date: 9-23-2025
Re: Availability of Funds- Improvements to Monroe Ave.

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$198,700.00 are available under Capital Ordinance 3-2025B Roadway Improvements. Funds will be encumbered to Arawak Paving Co. Inc. 7503 Weymouth Road Hammonton, NJ 08037.

Vincent J. Polistina, PE, PP, CME
Ronald N. Curcio, PE, PP
Jennifer L. Heller, PP, AICP
Charles J. Kaenzig, PE, CME
Matthew F. Doran, PE, PP, PLS, CME
Deborah L. Wahl, PE, PP, CME



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

September 23, 2025

Council President Eric Ford & Council Members
The City of Linwood
400 Poplar Avenue
Linwood, NJ 08221
Sent via E-mail

**Re: Report of Bids
Improvements to Monroe Avenue
Contract No. 64
City of Linwood, Atlantic County
PA No. 7502.13**

Dear Council President Ford & Council Members:

On Tuesday, September 23, 2025 at 10:00 a.m., sealed bids were received by the City of Linwood for Contract No. 64: "Improvements to Monroe Avenue". A total of five (5) contractors picked up bid documents during the bidding period, and five (5) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidder Name	Total Bid Amount
Arawak Paving Co., Inc.	\$ 198,700.00
Landberg Construction LLC	\$ 198,744.25
Think Pavers Hardscaping LLC	\$ 201,966.00
South State, Inc.	\$ 213,646.00
Hackney Concrete, Inc.	\$ 268,884.50

All of the bids have been checked for administrative completeness and mathematical accuracy. The Engineer's Estimate for the bid was \$206,841.00. The lowest bid for the project submitted by Arawak Paving Co. is approximately 4% less than the Engineer's Estimate for the bid.

Based on an analysis of the bids received, the Engineer's Estimate, and total project costs; the bid submitted by Arawak Paving Co. is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$198,700.00 to Arawak Paving Co., Inc. of Hammonton, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES

Charles J. Kaenzig, PE, CME
Director of Engineering

cc: Leigh Ann Napoli, City Administrator & Municipal Clerk
Councilwoman Blair Albright, Chair of Planning, Engineering & Development Committee
Councilman Adam Walcoff, Planning, Engineering & Development Committee

6684 Washington Avenue, Egg Harbor Township, NJ 08234
Phone: 609.646.2950 Fax: 609.646.2949

THE CITY OF LINWOOD

CONTRACT NO. 64 - IMPROVEMENTS TO MONROE AVENUE

ITEM NO.	ITEM DESCRIPTION	CONTRACT QUANTITY	ARAWAK PAVING CO.		LANDBERG CONSTRUCTION		THINK PAVERS		SOUTH STATE, INC.		HACKNEY CONCRETE	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	MOBILIZATION	1 LS	\$ 12,500.00	\$ 12,500.00	\$ 7,500.00	\$ 7,500.00	\$ 4,999.95	\$ 4,999.95	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00
2	CONSTRUCTION LAYOUT	1 LS	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00
3	CLEARING SITE	1 LS	\$ 12,500.00	\$ 12,500.00	\$ 12,000.00	\$ 12,000.00	\$ 32,500.00	\$ 32,500.00	\$ 4,000.00	\$ 4,000.00	\$ 20,000.00	\$ 20,000.00
4	EXCAVATION, TEST PITS	10 CY	\$ 50.00	\$ 500.00	\$ 0.01	\$ 0.10	\$ 10.00	\$ 100.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00
5	EXCAVATION, UNCLASSIFIED	182 CY	\$ 20.00	\$ 3,640.00	\$ 22.00	\$ 4,004.00	\$ 37.00	\$ 6,734.00	\$ 35.00	\$ 6,370.00	\$ 20.25	\$ 3,685.50
6	DENSE GRADED AGGREGATE, BASE COURSE, 6" THICK	724 SY	\$ 9.00	\$ 6,516.00	\$ 7.25	\$ 5,249.00	\$ 6.00	\$ 4,344.00	\$ 13.00	\$ 9,412.00	\$ 9.50	\$ 6,878.00
7	HMA PROFILE MILLING, 2" & VARIABLE	3,566 SY	\$ 4.50	\$ 16,047.00	\$ 4.25	\$ 15,155.50	\$ 2.00	\$ 7,132.00	\$ 2.00	\$ 7,132.00	\$ 4.75	\$ 16,938.50
8	HOT MIX ASPHALT, 12.5M64 SURFACE COURSE, 2" VARIABLE	575 TON	\$ 100.00	\$ 57,500.00	\$ 115.00	\$ 66,125.00	\$ 134.00	\$ 77,050.00	\$ 120.00	\$ 69,000.00	\$ 100.50	\$ 57,787.50
9	HOT MIX ASPHALT, 12.5M64 LEVEL COURSE, VARIABLE THICKNESS	100 TON	\$ 100.00	\$ 10,000.00	\$ 90.00	\$ 9,000.00	\$ 0.01	\$ 1.00	\$ 120.00	\$ 12,000.00	\$ 100.50	\$ 10,050.00
10	STORMWATER INLET, TYPE 'A'	1 UNIT	\$ 6,000.00	\$ 6,000.00	\$ 3,500.00	\$ 3,500.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00
11	STORMWATER MANHOLE, 4' DIAMETER	1 UNIT	\$ 6,000.00	\$ 6,000.00	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	\$ 8,500.00	\$ 8,500.00
12	RECONSTRUCT TYPE 'B' INLET, USING NEW CASTING	1 UNIT	\$ 1,800.00	\$ 1,800.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 6,500.00	\$ 6,500.00
13	12" REINFORCED CONCRETE PIPE, CLASS V	46 LF	\$ 230.00	\$ 10,580.00	\$ 190.00	\$ 8,740.00	\$ 60.00	\$ 2,760.00	\$ 160.00	\$ 7,360.00	\$ 200.00	\$ 9,200.00
14	CONTROLLED LOW STRENGTH MATERIAL	30 CY	\$ 0.01	\$ 0.30	\$ 200.00	\$ 6,000.00	\$ 60.00	\$ 1,800.00	\$ 150.00	\$ 4,500.00	\$ 200.00	\$ 6,000.00
15	RESET MANHOLE, USING EXISTING CASTING	2 UNIT	\$ 500.00	\$ 1,000.00	\$ 650.00	\$ 1,300.00	\$ 840.00	\$ 1,680.00	\$ 600.00	\$ 1,200.00	\$ 500.00	\$ 1,000.00
16	RESET UTILITY VALVE CASTING	5 UNIT	\$ 0.01	\$ 0.05	\$ 0.01	\$ 0.05	\$ 0.01	\$ 0.05	\$ 10.00	\$ 50.00	\$ 50.00	\$ 250.00
17	RIP RAP STONE SLOPE PROTECTION, 12" THICK (D50 = 6")	5 SY	\$ 90.00	\$ 450.00	\$ 175.00	\$ 875.00	\$ 50.00	\$ 250.00	\$ 150.00	\$ 750.00	\$ 100.00	\$ 500.00
18	NON-VEGETATIVE SURFACE, 3/4" STONE, 12" THICK	180 SY	\$ 35.00	\$ 6,300.00	\$ 39.97	\$ 7,194.60	\$ 20.00	\$ 3,600.00	\$ 120.00	\$ 21,600.00	\$ 75.00	\$ 13,500.00
19	CONCRETE VERTICAL CURB	250 LF	\$ 48.00	\$ 12,000.00	\$ 44.00	\$ 11,000.00	\$ 40.00	\$ 10,000.00	\$ 50.00	\$ 12,500.00	\$ 64.00	\$ 16,000.00
20	CONCRETE SIDEWALK, 4" THICK	75 SY	\$ 125.00	\$ 9,375.00	\$ 140.00	\$ 10,500.00	\$ 125.00	\$ 9,375.00	\$ 150.00	\$ 11,250.00	\$ 175.00	\$ 13,125.00
21	CONCRETE DRIVEWAY APRON, 6" THICK	55 SY	\$ 130.00	\$ 7,150.00	\$ 180.00	\$ 9,900.00	\$ 80.00	\$ 4,400.00	\$ 200.00	\$ 11,000.00	\$ 200.00	\$ 11,000.00
22	TRAFFIC MARKINGS, THERMOPLASTIC	640 SF	\$ 5.00	\$ 3,200.00	\$ 5.00	\$ 3,200.00	\$ 4.75	\$ 3,040.00	\$ 4.55	\$ 2,912.00	\$ 14.00	\$ 8,960.00
23	TOPSOIL, FERTILIZE & SEED	100 SY	\$ 6.00	\$ 600.00	\$ 0.01	\$ 1.00	\$ 2.00	\$ 200.00	\$ 1.00	\$ 100.00	\$ 30.00	\$ 3,000.00
24	MAINTENANCE & PROTECTION OF TRAFFIC	1 LS	\$ 12,541.65	\$ 12,541.65	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00	\$ 25,000.00
TOTAL AMOUNT OF BASE BID			\$ 198,700.00		\$ 198,744.25		\$ 201,966.00		\$ 213,646.00		\$ 268,884.50	