

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**February 24, 2010**

Council President Donna Taylor called the meeting to order at 6:09 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 Matt Levinson; Councilman Alex Marino; Councilman Ralph Paolone; Councilman Tim Tighe; and Council President Donna Taylor.

Absent: None.

Also Present: Joseph L. Youngblood, City Solicitor; Steve Mazur, Dixon Associates; Chief Jim Baker, Police Department; Hank Kolakowski, Public Works Superintendent; 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 January 24, 2010 Caucus meeting, without formal reading. All members of Council were in favor. Motion was approved.

3. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis discussed of a Resolution on the agenda to approve a contract for uniforms for Public Works.
2. Councilwoman DeDomenicis commended Mr. Kolakowski and the Public Works employees for a great job during the recent snow storms.

4. Councilman Levinson

A. Engineering

1. Councilman Levinson discussed the Ordinance amending Chapter 238, Stormwater Management to include language for Private Storm Drain Inlet Retrofitting and Refuse Containers/Dumpsters. This Ordinance is on for final reading.
2. Councilman Levinson advised of a Resolution on the agenda to authorize the City's application for 2010 Community Development Block Grant funds for ADA curb cuts.
3. Mr. Mazur reported that the City received notice from the DEP regarding the project at Frances & Grammercy Avenues that the City has applied for funding through the New Jersey Environmental Infrastructure Trust financing program. Mr. Mazur is working on the preliminary design plans and now waiting for the remaining environmental permits. Councilman Paolone suggested sending letters to the residents in the area advising them of the status on the project.

5. Councilman Marino

A. Revenue & Finance

1. Councilman Marino advised of the Salary Ordinance that is on the agenda for final reading. The Ordinance provides for ranges only.
2. An Ordinance to exceed budget appropriation limits and establish a CAP Bank is on the agenda for first reading. This is a procedural measure in case the City needs to exceed the CAP. However, at this time, Councilman Marino does not foresee the City having to do so.
3. A Resolution approving the temporary budget is on the agenda. This is required until the City introduces the 2010 budget, which could be on March 24 with adoption on April 28.
4. A Resolution transferring a tax payment to sewer charges is a housekeeping item.
5. Councilman Marino reviewed the costs of the February snow storms. The approximate cost for labor is \$31,000. An approximate cost for salt usage is \$9,879.

6. Due to the past two snow storms, funds were moved around in the proposed 2010 budget to help cover the overtime costs to the Public Works salary line item. Approximately \$30,000.
  7. The City will be applying, through the County, for a Public Assistance Grant via FEMA. Grant monies are available for the December 2009 storm. The City will apply for reimbursement of all overtime costs for snow removal and additional costs of equipment use during that time period. If approved, the City could expect up to 75% reimbursement. The City has received funds in the past. Mr. Kolakowski and Mr. Strazzeri are working on the application.
  8. Councilman Marino reported that the tax collection rate to date is at 99%.
  - B. The City of Linwood mailed out Requests for Proposals to the five pre-qualified vendors for an energy audit. The audit will have to be paid up front. 75% will be reimbursed by the State and if the City incorporates any audit findings, it could get the remaining 25% cost reimbursed.
  - C. Councilman Marino forwarded the 2009 Environmental Commission Annual report to the Mayor and Council. This report includes the Commission's actions for 2009 and their goals for 2010.
  - D. Councilman Marino advised that the Shade Tree Commission has just about completed the Community Forestry Management Plan.
  - E. Stockton College Center on Successful Aging is hosting educational classes for Senior Citizens at the Linwood Library. Classes include, Living on a Fixed Income, Building Savings, Important Papers Reference Guide, and Credit Reports and Credit Scores.
6. Councilman Paolone
- A. Public Safety
    1. Councilman Paolone advised of a Resolution on the agenda authorizing the City to participate in the Volunteer Tuition Credit Program. This does not cost the City any money. He hopes it will encourage volunteerism.
  - B. Linwood Arboretum
    1. Councilman Paolone discussed a Resolution on the agenda approving an amendment to the City's Open Space Financial Assistance Agreement with Atlantic County for the development of the Arboretum. The amendment only itemizes the costs and allows the City to receive payment.
    2. The dedication of the Arboretum will be on Saturday, April 24 at 11:00 a.m. It will include a ribbon cutting, speakers, plaque dedications, refreshments, tours, etc. Invitations will be mailed out by March 29. The name plates for all the plants will be installed prior to the dedication.
7. Councilman Tighe
- A. Planning & Development
    1. Councilman Tighe advised of an Ordinance on for first reading amending uniform construction fees, licensed occupation fees, and permit fees.
    2. Councilman Tighe discussed a special events application that was received by the City for a 5K run along the bike path. The application is complete with the required hold harmless agreement, and certificate of liability insurance. They are requesting street closures, which will need the approval of the Mayor and Chief of Police. They are also requesting to put sponsorship signs up along the bike path. The Zoning Ordinance only permits temporary signs with Council's approval. Councilman Tighe has several concerns with allowing the signs. He doesn't know how many, what they would look like or how they will be removed. He does not think that Council should allow the signs because it will invite others to request signs. Councilman Paolone does not have a problem with approving signs on a case by case basis and feels that it is fine for a couple of hours. Councilman Marino discussed a precedent that would be set, noting that Council denied other requests in the past. Council President Taylor agrees that Council could decide on a case by case basis if organizations request permission. Discussion ensued on whether or not to allow the signs. Councilman Tighe does

not wish to vote on this matter tonight. He asked that everyone review the request and decide on March 10.

8. Council President Taylor

A. Administration

1. Council President Taylor discussed an Ordinance on the agenda for final reading increasing the application fee for a Public Defender from \$100 to \$200.
2. Council President Taylor discussed an Ordinance on the agenda for final reading changing the curfew time from 9:45 p.m. to 10:00 p.m. This will be consistent with the neighboring towns, Northfield and Somers Point.
3. An Ordinance is on the agenda for first reading amending Personnel Procedures for insurance to be consistent with union contracts.
4. A Resolution is on the agenda authorizing the Court to accept credit card payments by telephone. This has been approved by the Administrative Office of the Courts and there is no additional cost to the City.

9. Mr. Youngblood

- A. Mr. Youngblood advised of a Resolution on the agenda authorizing an Escrow Agreement for the Housing Trust Fund in accordance with COAH. Mr. Youngblood also advised that the City's COAH mediation has been rescheduled due to the task force appointed by the Governor.

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

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk