

LINWOOD COMMON COUNCIL
CAUCUS MINUTES
March 12, 2025

Council President Eric Ford called the meeting to order at 6:02 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

1. Roll Call

Present: Councilwoman Blair Albright; Councilman Ken Kelly; and Councilman Matt Levinson; Councilman Todd Michael; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: Mayor Darren Matik; and Councilwoman Stacy DeDomenicis.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; CJ Kaenzig, Engineer's Office; Anthony Strazzeri, CFO; Chief Steve Cunningham, Police Department; Captain Frank Gabriel, Fire Department; and Leigh Ann Napoli, City Administrator/Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilwoman Albright motioned, seconded by Councilman Kelly, to approve the minutes of the February 26, 2025 Caucus meeting without formal reading. All members of Council were in favor with two abstentions from Councilman Michael and Councilman Walcoff. Motion was approved.

3. Councilwoman Albright

A. Planning, Engineering, and Development

1. Councilwoman Albright discussed a Resolution authorizing the Mayor to sign DEP Permit applications on behalf of the sewer utility with regard to the development of Block 27, Lots 11.01, 11.02, 11.03 & 15.01. This is in regards to a subdivision off Greenwich Avenue, Burwick Lane and Shore Road.
2. Councilwoman Albright advised of a Resolution authorizing an application to the Complete Street Technical Assistance Program for a bicycle network plan. A plan is needed to qualify for grant money.
3. Councilwoman Albright reviewed a Resolution authorizing a Contract with AE Landscaping for Hydro Seeding and fertilization at SJI Park.
4. Councilwoman Albright advised of a Resolution authorizing a Contract with Priority Protection Services for a surveillance camera system at the Memorial Park Fieldhouse Building.
5. Councilwoman Albright reviewed a Resolution authorizing the refund of Construction Permit Application fees to SunnyMac. The property owners canceled the project.
6. Councilwoman Albright discussed a Resolution authorizing a Contract with Spohn Ranch Inc for design services for Memorial Park Phase 2 Improvements. This contract is for the design of a skate park in order to obtain the true costs of the development of same. Councilman Levinson would like to wait before spending money on a skatepark to see if that is truly what the residents want. He appreciates the work completed to create the Recreation Master Plan, but would like to get more public input. Council President Ford advised that the City's Engineer is not experienced with designing skate parks. The committee has been doing it's due diligence to obtain true costs for the improvements. The committee does not know what a skate park would cost and owes it to the public to obtain the true cost before moving forward with anything. The \$8,250 for the design is coming from old capital funds and would go to a company that specializes in the skateparks. Councilman Kelly agrees that \$8,250 is a good price to get the true cost of the project. He understands that Councilman Levinson is concerned with the 2025 budget and suggested holding off on the Resolution till after the budget committee meets again. Council President Ford advised that it would have no impact to this years budget because it is old capital. Councilman Levinson does not want to spend the money until he knows if the residents want it. Councilwoman Albright indicated that this will give us the hard costs of the project to inform the residents. Councilman Walcoff indicated that the subject of a skatepark has been presented to

Councilwoman Albright (continued)

Council often and the public did come out and speak. The initial proposal for the park was changed do to the public's input. The next plan was approved unanimously by Council. Council spent a lot of time talking about it. This contract would provide the City with an exact cost for the project and that information would be provided to the public. Councilman Levinson indicated that the plan to have it at Memorial Park was not presented to the residents in that area. He thinks it should be. Council President Ford advised that the residents were not notified of the ongoing improvements to Memorial Park. Councilman Kelly suggested that the Resolution be pulled until after the budget committee meeting.

4. Councilman Levinson

A. Revenue & Finance

1. Councilman Levinson advised of the first reading of the Salary Ordinance setting the ranges of all City employees.
2. Councilman Levinson reviewed a Resolution authorizing a refund of taxes paid due to exempt veterans status.
3. Councilman Levinson explained that the budget introduction was on his agenda but pulled off yesterday after speaking with the Auditor. The Auditor was concerned with using too much surplus and reviewed the impact to future budgets. The committee will meet again to discuss the budget in more detail before introduction.

5. Council President Ford

A. Administration

1. Council President Ford advised of Resolutions authorizing Raffle Licenses to Mainland Girls Track & F&AM Keystone Lodge.
2. Council President Ford reviewed a Resolution authorizing the appointment of Leigh Ann Napoli as the Qualified Purchasing Agent for the City. She successfully completed the five state required courses and the final exam. With a Qualified Purchasing Agent, the City is allowed to increase its bid threshold which will provide greater purchaing opportunites.

At 6:37 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC
City Administrator
Municipal Clerk