

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**May 28, 2014**

Council President Tim Tighe called the meeting to order at 6:08 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 Todd Gordon; Councilman Brian Heun; Councilman Darren Matik; Councilman Ralph Paolone; and Council President Tighe.

Absent: None.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Vince Polistina, City Engineer; Hank Kolakowski, Public Works Superintendent; Chief Robert James, Police Department; Captain Doug Carman, Police Department; Detective Sergeant John Hamilton; Anthony Strazzeri, CFO; Chief Chick Kisby, Fire Department; 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 May 14, 2014 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Mayor's Report

A. The Mayor advised of a Resolution on the agenda accepting the resignation of Police Chief Robert James.

4. Councilman Beinfest

A. Neighborhood Services

1. Councilman Beinfest advised of a Resolution on the agenda honoring Brooke Zelig as Miss Linwood 2014

5. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis discussed the possibility of including the purchase of a street sweeper for Public Works in the 2014 Capital Budget. She indicated that Public Works currently spends a lot of time and money completing lawn maintenance and janitorial services for City owned properties and buildings. Contracting those items out would give them more resources to become a street and road department. The street sweeper that Mr. Kolakowski is looking into is a four season vehicle and could be used every day. There was discussion on sharing the sweeper with another City. However, it was determined that due to the amount of use and maintenance on the vehicle that it may not be advantageous. Currently, the City pays the ACUA to sweep the streets. Councilman Paolone requested to discuss this and other capital items under his agenda.

6. Councilman Matik

A. Public Safety

1. Councilman Matik advised of a Resolution on the agenda awarding a Contract to Continental Fire & Safety for fire hose. The hose is in need of replacement. The lowest bid came in approximately \$5,000 less than anticipated.

2. Councilman Matik discussed an Agreement with Mainland Regional High School for a School Resource Officer. This idea has been discussed over the past few years to have a current Linwood Police Officer assigned to the School on a full time basis. One Officer has been identified in the Linwood Department and has had completed training for same. Councilman Matik and members of the School Board and Police Department visited another high school and middle school that have School Resource Officers and the program works

very well. The school officials believe resource officers are a deterrent and are often tipped off to things as they have created great relationships with the kids. The proposed agreement provides for the school paying the officer's salary ten months of the year and the City pays two months. Councilman Matik distributed an incident report for the high school along with salary information on staffing in the department. Discussion continued on the terms of the agreement and Council asked for time to review the agreement since they have yet to read it. Councilman Matik explained that a memorandum of understanding is included with the agreement and is needed to apply for a COPS grant. The grant deadline is due next week. Council agreed to provide the memorandum of understanding for the grant application and will review and discuss the agreement before approving same.

7. Councilman Paolone

A. Revenue & Finance

1. Councilman Paolone discussed a School Bond refunding Ordinance on the agenda for final reading.
2. A Resolution is on the agenda honoring Christine Desch upon her retirement.
3. Councilman Paolone reviewed several items for the 2014 capital budget including a street sweeper, demolition of the Poplar Avenue School, and a paving project in conjunction with the South Jersey Gas main replacement project on the East side of Shore Road. Councilman Paolone explained that Council has made a conscientious effort to reduce capital budgets the past few years in order to decrease the City's debt and does not want to bond for more money than is needed. Mr. Polistina discussed the paving project. There are thirty streets on the east side of Shore Road and the gas company will be working on twenty-five of them. The City Code requires only half width paving for street openings. Mr. Polistina explained that curbs, storm drains, and other items will be affected. After his analysis of the work to be done, he estimated a cost of one million dollars. He is meeting with the gas company on June 19 to discuss the project in more detail. Council discussed the demolition of the Poplar Avenue School. Originally, the cost to demolish the building was included in the school bond ordinance, which will now have to be amended and included in the City's bond ordinance. Mr. Strazzeri discussed the City's debt service and bond ordinance procedures.

8. Council President Tighe

A. Administration

1. Council President Tighe advised of Resolutions on the agenda authorizing Raffle Licenses to Our Lady of Sorrows Church and the Women's Center.
2. Council President Tighe discussed a Resolution on the agenda supporting A1021 requiring certain energy tax receipts to be paid directly to municipalities. This was presented to Council at the last Council meeting by Assemblyman Brown.
3. A Resolution is on the agenda awarding a Non-Competitive Contract for legal services to Amy Rudley.

B. Planning & Development

1. Council President Tighe discussed an Ordinance on the agenda for the purchase of computer software for the Construction Department. This was discussed two years ago and the new program will replace the out-dated software.

At 7:20 P.M., Council President Tighe called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk