

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**July 10, 2013**

Councilwoman DeDomenicis called the meeting to order at 6:06 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 Darren Matik; Councilman Ralph Paolone; Councilman Tim Tighe, and Council President Donna Taylor.

Absent: None.

Also Present: Joseph L. Youngblood, City Solicitor; Steve Mazur, Dixon Associates; Hank Kolakowski, Superintendent of Public Works; Robert James, Chief of Police; Chick Kisby, Fire Chief; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Beinfest motioned, seconded by Councilman Matik, to approve the minutes of the June 12, 2013 Caucus meeting, without formal reading. All members of Council were in favor. Motion was approved.

3. Mayor's Report

A. The Mayor advised that he is appointing Darren Matik as the Emergency Management Coordinator, and Chick Kisby and Dave Buzby as Deputy Coordinators.

4. Councilman Beinfest

A. Neighborhood Services

1. Councilman Beinfest advised of a Resolution on the agenda hiring Recreation Aides for the Recreation Summer Camp that Patty Ogrodnek runs every year.
2. Councilman Beinfest advised of Resolutions on the agenda honoring Adrienne Beinfest and Dan Skeldon as award recipients from the Seashore Gardens Foundation.

5. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis discussed a Resolution on the agenda to advertise for bids for one infrared machine for the Public Works Department. Mr. Kolakowski explained how the machine operates and how it will improve the patching of City streets. Mr. Mazur and Councilman Gordon also spoke in favor of the machine and the benefits of having one.

6. Councilman Gordon

A. Engineering

1. Councilman Gordon advised of a Resolution authorizing the Mayor to sign a Memorandum of Understanding with regard to the FEMA Public Assistance and/or Hazard Mitigation Program. This agreement is required in order for the City to participate in the program.

7. Councilman Matik

A. Public Safety

1. Councilman Matik discussed an Ordinance on the agenda regulating the removal of hazardous trees. Mr. Youngblood advised that the language has been changed to only apply to the public right of way, not public welfare, so the City does not become involved in neighbor disputes.

2. Councilman Matik advised of an Ordinance on the agenda regulating towing operators in the City of Linwood. This was recommended by Police Chief James. Chief James explained that the City currently does not have an Ordinance in place to regulate the operators. This will require them to obtain a license with the City, set fees and limit the number of operators the City will keep on a rotation list.
  - B. Councilman Matik reported that Commercial Utility Consultants, Inc. will give a presentation at the regular meeting on the energy aggregation program. There will be no action taken by Council at this time.
8. Councilman Paolone
    - A. Revenue & Finance
      1. Councilman Paolone advised of a Resolution on the agenda authorizing the rollover of an existing \$200,900 Special Emergency Note. This note was originally issued to provide funds for the preparation and execution of a revaluation of real property.
9. Councilman Tighe
    - A. Planning & Development
      1. Councilman Tighe discussed a Resolution acknowledging a Contract to Hess Corporation through the South Jersey Power Cooperative for retail electricity for buildings and street lighting. The contract was awarded through a bid process conducted by the South Jersey Power Cooperative.
      2. A Resolution is on the agenda authorizing a Change Order with Peterson Service Company with regard to the Temperature Control System for City Hall. The change increases the contract price in the amount of \$3,500.
      3. Councilman Tighe discussed an Ordinance on the agenda amending the City Code for Uniform Construction Code Fees.
      4. Councilman Tighe explained that he would like to remove Resolution No. 103 from the agenda, awarding a Contract to American Demolition for demolition of a structure at 110 E. Balfour Avenue. He would like to have a signed agreement from the bank that they will reimburse the City before the City approves the demolition. Council President Taylor and Councilman Matik advised that the Resolution includes language making it contingent upon receipt of an agreement from the bank. Councilman Tighe would like to have the agreement first. Council President Taylor indicated that the structure is a dangerous condition. Councilman Matik indicated that the City has been receiving numerous complaints. The City's Construction Official Jim Galantino has requested to demolish three hazardous structures in the City. Two of them have been taken care of and the Balfour Avenue property is the one left. Councilman Tighe explained that this has been a funding issue and the City should wait for an agreement as this is not an emergent situation. He was not aware of this going on the agenda until this afternoon and would like to wait. Councilman Paolone asked what will happen if the bank says they will not reimburse the City. Mr. Youngblood advised that the City can put a lien on the property. Discussion ensued upon the demolition of the structure. Councilman Tighe motioned to remove Resolution No. 103. Councilman Paolone seconded the motion. Councilmembers Beinfest, DeDomenicis, Paolone, and Tighe were in favor of removing the Resolution and Councilmembers Gordon, Matik, and Taylor voted in the negative. The motion was approved. Resolution No. 103 was removed from the agenda.

10. Mr. Youngblood

- A. Mr. Youngblood advised of a Resolution on the agenda authorizing execution of a Memorandum of Agreement and Contract with the Mainland PBA No. 77 for Linwood Superior Officers. Mr. Youngblood reviewed the changes with Council.

At 6:53 P.M., Councilwoman DeDomenicis called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk