

**LINWOOD COMMON COUNCIL
CAUCUS MINUTES
September 13, 2023**

Council President Eric Ford called the meeting to order at 6:03 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 Darren Matik; Councilwoman Blair Albright; Councilwoman June Byrnes; Councilwoman Stacy DeDomenicis; Councilman Matt Levinson; Councilman Todd Michael; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: None

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Jen Heller, Engineer's Office; Chief Steve Cunningham, Police Department; Anthony Strazzeri, CFO; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilwoman Byrnes motioned, seconded by Councilwoman Albright, to approve the minutes of the August 9, 2023 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Mayor's Report

1. The Mayor announced his appointment of Jack Kowalewski to the Recreation Board.

4. Councilwoman Albright

A. Planning, Engineering, & Development

1. Councilwoman Albright discussed a Resolution authorizing the issuance of the refund of unused escrow funds posted with regard to a dumpster permit as the work is completed.
2. Councilwoman Albright reviewed an Ordinance on the agenda amending Chapter 263 Vehicles and Traffic to add a stop sign on Maple Avenue.
3. Councilwoman Albright advised of a Resolution approving temporary signage for the Coin Show at Our Lady of Sorrows.
4. Councilwoman Albright discussed a Resolution awarding a Contract to South State for the resurfacing of Franklin Boulevard Phase II.

5. Councilwoman Byrnes

A. Neighborhood Services

1. Councilwoman Byrnes discussed instituting hours of operation for the City's parks and recreation areas. She proposed dusk to dawn. The Mayor indicated a set time such as 10:00pm might be better as kids are there for games sometimes later that dusk. Council President Ford indicated that the kids playing sports are there for a sports organization that has approved use and submission of liability insurance. Discussion ensued upon a designated time. Chief Cunningham agreed a set time such as 10:00pm would be more enforceable.
2. Colleen Kaufelds, the City Park Director, updated everyone on the upcoming Fall Festival at Memorial Park on October 15, 2023 from 4pm to 7pm.

6. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis reported on solid waste collection services. The ACUA presented the City with a revised proposal after the City made numerous changes with cans on the bike path and landings. There was a savings of \$3,850. The City did advertise and receive bids for this service. However, the ACUA was the only bidder. The Public Works Committee is recommending awarding the contract to the ACUA. A Resolution approving the contract will be on the next Council agenda.

7. Councilman Levinson
 - A. Revenue & Finance
 1. Councilman Levinson advised of a Resolution authorizing the hiring of Rhonda R. Gandy as an Administrative Assistant to the Tax Collector/Sewer Administrator.
 2. Councilman Levinson advised of a Resolution authorizing the refund of taxes for 224 Tabor Avenue due to permanently disable veteran status.

8. Councilman Michael
 - A. Public Safety
 1. Councilman Michael advised of a Resolution hiring Gina Heller as a Substitute School Crossing Guard.

9. Councilman Walcoff
 - A. Shared Services
 1. Councilman Walcoff discussed a Resolution authorizing a Shared Services Agreement with the Atlantic County Improvement Authority for participation in a County wide registration program for vacant and abandoned properties. This program helps the City track these properties and obtain updated contact information for the upkeep of them.

10. Council President Ford
 - A. Administration
 1. Council President Ford advised of a Resolution authorizing a Raffle License to Gilda's Club.
 2. Council President Ford asked for everyone's availability for the group photo at the next meeting on September 27. They may be a few conflicts.

At 6:22 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC
Municipal Clerk