

LINWOOD COMMON COUNCIL
CAUCUS MINUTES
October 8, 2014

Council President Tim Tighe 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 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; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Beinfest motioned, seconded by Councilman Gordon, to approve the minutes of the September 23, 2014 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Mayor's Report

- A. The Mayor advised that four police promotions will be confirmed, one Lieutenant and three Sergeants.
- B. A Resolution is on the agenda to hire one new Patrolman.
- C. A Resolution is on the agenda to confirm the appointment of Dan Miller to the Recreation Board.

4. Councilman Beinfest

- A. Neighborhood Services
 - 1. A Resolution is on the agenda to hire Elizabeth Provenzano as Alliance Coordinator. She is employed at Belhaven Middle School.

5. Councilman Gordon

- A. Engineering
 - 1. Councilman Gordon advised that three Resolutions are on the agenda authorizing the submission of grant applications to NJDOT for roadway and pedestrian safety improvements.
 - 2. Councilman Gordon reported that the City was contacted by a resident claiming damage to his home by a contractor working for the water company. Mr. Polistina has been in touch with resident and is working with the contractor to remedy the situation. Councilman Paolone indicated that he also spoke with the resident who is very appreciative of the City's response. Councilman Paolone discussed past problems with contractors doing work in the City. He also discussed developing better procedures for where equipment is stored while projects are ongoing. This is the second time the City has had issues with this contractor and Councilman Paolone discussed meeting with the President of the company. Councilman Gordon advised that this particular contract is not with the City, but is with the water company. The only controls the City would have regarding this issue would be to pull the permits or stop the job if they are not acting in a proper way.
 - 3. Councilman Heun discussed the upcoming paving project and asked if the home owners will be notified. Mr. Polistina indicated that notice will be provided after he meets with the contractor for a better time frame.

6. Councilman Matik

- A. Public Safety
 - 1. Councilman Matik advised that the issue involving dispatch time will be discussed at a future meeting.

2. Councilman Matik discussed a petition that was received by the Crossing Guards for a pay raise. He distributed a salary analysis for crossing guards in the surrounding municipalities and a few other municipalities similar in size. After reviewing the material it was determined that an increase will not be given at this time. However, they will reconsider it at another time.
7. Councilman Paolone
 - A. Revenue & Finance
 1. Councilman Paolone discussed the refunding bond issue. A bond rating could cost approximately \$12,000, which is normally paid out of the refunding issue. If the issue doesn't go through, the City could lose the \$12,000. However, after discussing the benefits of the refunding issue, such as the money the City will save, Council agreed to allow the bond rating to be updated in order to move forward with the refunding transaction.
8. Council President Tighe
 - A. Administration
 1. Council President Tighe discussed an Ordinance amending Chapter 52 Personnel & Personnel Procedures, Employee Manual to update and adopt JIF required policies.
 2. Council President Tighe advised of an Ordinance on the agenda amending Chapter 83, Alcoholic Beverages, on the Restrictions on Location and Operation based on Council's recommendations from the last several meetings.
 3. Council President Tighe discussed an Ordinance on the agenda granting renewal of Municipal Consent to Comcast for a Cable Franchise. This agreement includes a one-time \$20,000 grant for the City's technology needs.
 - B. Planning & Development
 1. Council President Tighe advised of an Ordinance on the agenda amending Chapter 119 for the Uniform Construction Code Fees.
 2. The City received correspondence from John Mirenda of John Mirenda Construction, Inc. requesting the donation of school furniture from the Poplar Avenue School. Councilman Matik motioned, seconded by Councilwoman DeDomenicis, to approve the donation of the school furniture. All members of Council were in favor.
9. Mr. Youngblood
 - A. Mr. Youngblood discussed a Resolution on the agenda awarding a Non-Competitive Contract for Professional Services to Stan Bergman for legal services with regard to a tax appeal by CCC Atlantic (Cornerstone Commerce Center). Outside legal services are required in this matter because Mr. Youngblood leases office space at the Cornerstone Commerce Center, which presents a conflict.

At 6:23 P.M., Council President Tighe called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC
Municipal Clerk