

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**October 13, 2016**

Council President Ralph Paolone called the meeting to order at 6:12 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 Eric Ford; Councilman Todd Gordon; Councilman Brian Heun; Councilman Darren Matik; and Council President Ralph Paolone.

Absent: None

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Vince Polistina, City Engineer; Anthony Strazzeri, CFO; Chief Doug Carman, Police Department; Captain John Hamilton, Police Department; 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 September 28, 2016 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Councilwoman DeDomenicis

A. Councilwoman DeDomenicis advised of a Resolution on the agenda authorizing the participation in the Financial Incentive Pilot Program with the State Health Benefits Program. This will be offered to City employees as an incentive to move to a less expensive health care plan. Mr. Strazzeri will schedule a speaker to explain the program to employees.

4. Councilman Gordon

A. Engineering

1. Councilman Gordon discussed a Resolution on the agenda awarding a Contract to Deltronics Corp. for Fischer Woods pump station upgrades. The system is currently a two pump system and one pump failed. It must be replaced in order to operate.

5. Councilman Heun

A. Councilman Heun did have a Resolution to hire a part time Substitute Crossing Guard. However, the candidate withdrew her name for consideration.

6. Councilman Matik

A. Revenue & Finance

1. Councilman Matik discussed a Bond Ordinance on the agenda for first reading with regard to the tax appeals. He explained that this was discussed at the last Council meeting. As a result of the tax appeals, the City has a loss of \$20,000,000 in ratables, which equals a \$650,000 revenue shortfall. Rather than passing this on to the taxpayers at one time, the State allows a municipality to borrow and spread the payments out several years. Councilman Matik indicated that the City's Auditor believes it is a good idea. Further discussion ensued upon the timeline to apply to the Local Finance Board.

2. Councilman Matik reviewed a Resolution establishing a policy for the report of tax appeals. This is as a result of the number of appeals county-wide and was recommended by the County Tax Administrator.

3. Councilman Matik reported that the City is losing money in the Construction Office. He has been working on a shared agreement to combine Construction Offices with Northfield to help the losses in the departments become a positive. The proposal includes the offices being housed in Linwood. Northfield employees are retiring so there would be no employees to bring over to Linwood. He distributed a spreadsheet with the costs associated. The Mayor discussed the issue of calls he receives about the wait for inspections. Councilman Matik explained that the agreement allows for them to use inspectors on a per

diem basis, which would allow for more time to do inspections. Councilman Ford discussed an administrative fee for housing the Northfield office in Linwood. Councilman Matik explained that the proposed agreement does include an administrative fee. A draft of the agreement was distributed to Council and he asked for everyone's input before they vote on it. Northfield will have to do the same. A committee will be formed to review the proposal as well. Council President Paolone would like to see a cost breakdown for employees, equipment, etc.

4. Councilman Matik advised of an Ordinance on the agenda for first reading to amend the City Code on Police Department promotional procedures. This was discussed at the last Council meeting. The changes are to streamline the process.

7. Council President Paolone

A. Administration

1. Council President Paolone advised that Assemblyman Chris Brown will be giving a legislative update at the Regular Meeting.

At 6:33 P.M., Council President Paolone called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk