

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**October 25, 2023**

Council President Eric Ford called the meeting to order at 6:01 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 October 11, 2023 Caucus meeting without formal reading. All members of Council were in favor with one abstention from Councilman Walcoff. Motion was approved.

3. Councilwoman Albright

A. Planning, Engineering, & Development

1. Councilwoman Albright discussed an Ordinance on the agenda for first reading amending Chapter 277, Zoning, regarding sober living facilities. This amendment is being proposed after one existing operator of a facility attempted to open another facility next door to the existing one. The Code currently does not permit them within 600 feet of another. This amendment requires the City to be noticed prior to the establishment of a sober living home so the Construction Office can advise them of the City's regulations.

4. Councilwoman Byrnes

A. Neighborhood Services

1. Councilwoman Byrnes advised of a Resolution on the agenda authorizing a Drug Alliance Grant application.

5. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis advised of a Resolution on the agenda authorizing the placement of a Lien on Block 16.01, Lot 9 (2254 Shore Road) in accordance with Chapter 99, Section 3 of the Code of the City of Linwood.
2. Councilwoman DeDomenicis advised of a Resolution authorizing the hiring of Kyle Reitzel as a Laborer in the Public Works Department.
3. Councilwoman DeDomenicis discussed Resolutions on the agenda authorizing the advertisement for bids for Lawn Maintenance Services and Snow Removal Services. There will be two separate contracts. The bids are due on November 28, 2023.

6. Councilman Levinson

A. Revenue & Finance

1. Councilman Levinson discussed the 2023 Best Practices Inventory. This is an annual audit for the State. Municipalities are scored by answering various questions to determine state aid. Linwood scored very well and no state aid will be reduced.
2. Councilman Levinson advised of a Resolution authorizing a refund of taxes for a disabled veteran at 228 Van Sant Avenue.

7. Council President Ford

A. Administration

1. Council President Ford advised of a Resolution on the agenda authorizing a Raffle License to Mainland Performing Arts Parent Organization.

At 6:10 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
Municipal Clerk