

**LINWOOD COMMON COUNCIL  
MINUTES OF REGULAR MEETING  
November 12, 2025**

**CALL TO ORDER**

Council President Eric Ford called the meeting to order at 6:20 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

**FLAG SALUTE:**

Councilman Adam Walcoff led the flag salute.

**ROLL CALL**

Present: Mayor Darren Matik; Councilwoman Blair Albright; Councilman Ken Kelly; Councilman Matt Levinson; Councilman Michael Salerno; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: Councilman Todd Michael

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Jen Heller, Engineer's Office; and Leigh Ann Napoli, City Administrator/Municipal Clerk.

**APPROVAL OF MINUTES WITHOUT FORMAL READING**

Councilwoman Albright motioned, seconded by Councilman Kelly, to approve the minutes of the October 22, 2025 Regular without formal reading. All present members of Council were in favor. Motion was approved.

**ORDINANCE**

**11 OF 2025** AN ORDINANCE AMENDING CHAPTER 197 PARKS AND RECREATION AREAS, SIGNS AND ADVERTISING MATERIALS OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

The City Clerk read Ordinance No. 11 of 2025 by title only. Councilwoman Albright motioned, seconded by Councilman Kelly, to approve Ordinance No. 11 for first reading. A roll call vote was heard with six in the affirmative and Councilman Michael absent. Motion was approved.

**RESOLUTIONS**

**171-2025** A Resolution authorizing the issuance of Bond Anticipation Notes in the aggregate principal amount of \$6,490,000 by the City of Linwood, Atlantic County, New Jersey, comprised of the rollover of an existing \$5,755,000 Bond Anticipation Note and \$890,000 for additional new capital improvements; providing for a principal reduction payment in the amount of \$155,000; and making certain additional determinations in connection therewith

The City Clerk read Resolution No. 171 of 2025 by title only. Councilwoman Albright motioned, seconded by Councilman Kelly, to approve Resolution No. 171. A roll call vote was heard with six in the affirmative and Councilman Michael absent. Motion was approved.

**175-2025** A Resolution authorizing 2025 budget appropriation transfers

The City Clerk read Resolution No. 175 of 2025 by title only. Councilwoman Albright motioned, seconded by Councilman Kelly, to approve Resolution No. 175. A roll call vote was heard with six in the affirmative and Councilman Michael absent. Motion was approved.

**RESOLUTIONS WITHIN CONSENT AGENDA**

All matters listed under item, **Consent** Agenda, are considered to be routine by City Council, and will be enacted by one motion in the form listed. Any items requiring expenditure are supported by a Certification of Availability of Funds and any item requiring discussion will be removed from the Consent Agenda and discussed separately. All Consent Agenda items will be reflected in full in the minutes.

**172-2025** A Resolution authorizing the cancelation of taxes for Disabled Veteran approved in 2025 for Block 148, Lot 14.16

**RESOLUTIONS WITHIN CONSENT AGENDA (continued)**

- 173-2025** A Resolution authorizing the refund of a disabled veteran tax payments for Block 116 Lot 23.02 located at 503 W. Barr Avenue in the City of Linwood
- 174-2025** A Resolution authorizing the cancellation of taxes on properties no longer qualified as tax exempt Veterans' statue in the City of Linwood
- 176-2025** A Resolution authorizing the cancelation of taxes for Disabled Veteran approved in 2025 for Block 24, Lot 5
- 177-2025** A Resolution authorizing the cancelation of taxes for Disabled Veteran approved in 2025 for Block 121, Lot 8
- 178-2025** A Resolution authorizing the refund of various tax overpayments
- 179-2025** A Resolution authorizing additional funds for a Non-Competitive Contract for Professional Services to Barker, Gelfand James & Sarvas, P.C. for Legal Servies regarding a personnel matter
  
- 180-2025** A Resolution authorizing the City of Linwood to advertise for bids for Lawn Maintenance Services for the City of Linwood
- 181-2025** A Resolution authorizing the City of Linwood to advertise for bids for Snow Removal Services for the City of Linwood
- 182-2025** A Resolution authorizing the City of Linwood to advertise for proposals for the following 2026 Professional Services for the City of Linwood: Bond Counsel and Municipal Auditor
- 183-2025** A Resolution authorizing the hiring of Melinda Parson as an Administrative Assistant to the Office of the Municipal Clerk and as an Alternate Registrar of Vital Statistics for the City of Linwood
- 184-2025** A Resolution awarding the Contract to Cement Works Plus LLC for the Memorial Park Concrete Pads, Contract No. 65
- 185-2025** A Resolution authorizing the Mayor to execute a Release and Settlement Agreement on behalf of the City of Linwood with Chester Brown

Council President Ford asked if any member of Council would like to remove any items from consent. No items were removed. Councilman Levinson motioned, seconded by Councilwoman Albright, to approve Resolutions No. 172-174, 176-185 of 2025. All present members of Council were in favor. Motion was approved.

**APPROVAL OF BILL LIST: \$2,842,837.75**

Councilman Walcoff motioned, seconded by Councilwoman Albright, to approve the bills for payment. A roll call vote was heard with four in the affirmative, two abstentions by Councilwoman Albright and Councilman Levinson, and Councilman Michael absent. Motion was approved. (The bill list is attached as Exhibit A)

**PUBLIC HEARING – 2024 Safe Routes To Schools Sidewalk Improvement Project**

Jen Heller presented the 2024 Safe Routes To Schools Sidewalk Improvement Project. The City was awarded \$378,000 from the New Jersey Department of Transportation for this project. The sidewalks will be installed between Belhaven Middle School and Seaview Elementary School. This includes new sidewalks along Shore Road between Patcong Avenue and Greenwich Avenue, sidewalk on a section of Belhaven Avenue, pedestrian beacons, new curb cuts, and sidewalk on a section of Tabor Avenue near Mainland Regional High School. Ms. Heller reviewed the requirements of the NJDOT and the possible timeline of the project. Council President Ford opened the floor to the public for discussion on this project. Seeing and hearing no members from the public wishing to be heard, Council President Ford closed the floor.

### **MEETING OPEN TO THE PUBLIC**

Council President Ford opened the floor to the public for discussion on any topic.

Michael Sannuti, 901 Oak Avenue, Linwood – Mr. Sannuti asked when his street vacation application will be on City Council's agenda.

Seeing and hearing no other members from the public wishing to be heard, Council President Ford closed the floor.

### **FINAL REMARKS BY THE MAYOR AND COUNCIL**

Mayor Matik – The Mayor thanked Jen Heller for her presentation. It is a great project. He announced that since the first responder program began this past summer, they have had 251 calls. This is a supplemental program to the City's ambulance service.

Councilman Walcoff – Councilman Walcoff announced that since the completion of the new fieldhouse building and turf field, we have had regular incidents of vandalism. The Chief has stepped up enforcement at the park. Councilman Walcoff asked that if anyone sees anything to say something.

Councilman Salerno – Councilman Salerno is looking forward to the Senior Citizen Holiday luncheon on December 5. He has been receiving a lot of positive feedback on the turf field. It is a great asset.

Councilwoman Albright – Councilwoman Albright echoed the comments of the Mayor and Councilman Salerno and asked the residents to keep the park safe and clean. The first responder program is great. She also thanked Jen Heller for her presentation.

Councilman Kelly – Councilman Kelly thanked Jen Heller for her presentation. He appreciates the Mayor's focus on safety and saving lives. He announced the upcoming holiday events; tree lighting on December 2, senior citizen holiday luncheon on December 5, and Santa on the fire truck December 8 & 9.

Councilman Levinson – Councilman Levinson agrees that the first responder program is great. The vandalism at the park is upsetting. He congratulated Michael Salerno on his election to City Council.

Council President Ford – Council President Ford commended the Fire Department. He wished the Mainland High School football team good luck in their upcoming game.

### **ADJOURNMENT**

With no further business to be addressed by Council, Councilwoman Albright motioned, seconded by Councilman Levinson, to adjourn at 6:47 P.M.

Respectfully submitted,

Leigh Ann Napoli, RMC  
City Administrator  
Municipal Clerk