

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

Council President Eric Ford called the meeting to order at 6:00 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

1. Roll Call

Present: Councilwoman Blair Albright; Councilwoman June Byrnes; Councilman Matt Levinson; Councilman Adam Walcoff; and Council President Eric Ford.

Absent: Mayor Darren Matik; Councilwoman Stacy DeDomenicis; Councilman Todd Michael; Leigh Ann Napoli, Municipal Clerk.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Jen Heller, Engineer's Office; Lt. Austin Martin, Police Department; Anthony Strazzeri, CFO; and Mary Cole, Deputy Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilwoman Albright motioned, seconded by Councilman Walcoff, to approve the minutes of the November 21, 2023 Caucus meeting without formal reading. All members of Council were in favor. Motion was approved.

3. Planning, Engineering, & Development

Councilwoman Albright had no items to discuss.

4. Neighborhood Services

Councilwoman Byrnes had no items to discuss.

5. Public Works

Council President Ford advised that there were three resolutions on the agenda this evening.

1. Resolution awarding the Contract to Miller's Lawn Care for Lawn Maintenance Services
2. Resolution awarding the Contract to Miller's Lawn Care for Snow Removal Services
3. Resolution authorizing the advertisement for bids for Janitorial Services

7. Revenue & Finance

Councilman Levinson advised that there were five resolutions on the agenda this evening.

1. Resolution authorizing 2023 budget appropriation transfers
2. Resolution authorizing the hiring of Tonya Fortino as an Administrative Assistant in the Tax Office
3. Resolution authorizing the cancellation of a balance due to a sewer penalty fee for Mainland Regional High School
4. Resolution authorizing the cancellation of prior year taxes on properties no longer qualified as tax exempt veterans' status
5. Resolution authorizing the Mayor and City Clerk to execute an Agreement with Premier Computer Services for IT Services

8. Public Safety

Council President Ford advised that there were two resolutions on the agenda this evening.

1. Resolution authorizing the City of Linwood Police Department to participate in the Defense Logistic Agency to enable the Department to request and acquire excess Department of the Defense equipment
2. Resolution appointing Raymond W. Conover, IV as a Uniform Fire Safety Inspector

9. Shared Services

Councilman Walcoff had no items to discuss.

10. Administration

Council President Ford advised that there were two resolutions on the agenda this evening.

1. Resolution authorizing and scheduling paid holidays for calendar year 2024
2. Resolutions authorizing the issuance of Raffle and Bingo Licenses to EHT Crew Boosters

11. Solicitor's Report

Joseph Youngblood advised he had one resolution on the agenda.

1. Resolution authorizing the payment of the sum of Eighty Thousand Dollars to the ARC of Atlantic County.

At 6:08 P.M., Council President Ford called a recess.

Respectfully submitted,

Mary F. Cole  
Deputy Municipal Clerk