

**LINWOOD COMMON COUNCIL
CAUCUS AGENDA
August 10, 2016
6:00 P.M.**

**NOTICE OF THIS MEETING HAS BEEN PUBLISHED
IN ACCORDANCE WITH THE REQUIREMENTS OF
THE OPEN PUBLIC MEETINGS ACT.**

1. Roll Call Mayor DePamphilis ___ Mr. Beinfest _____ Mrs. DeDomenicis _____
 Mr. Ford _____ Mr. Gordon _____ Mr. Heun _____
 Mr. Matik _____ Mr. Paolone _____

 Also Present: Mr. Youngblood ___ Mrs. Napoli _____ Mr. Polistina ___
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
 - A. Mayoral board/committee appointments
4. Councilman Beinfest
 - A. Neighborhood Services
 1. Resolution honoring Ms New Jersey Senior America
5. Councilwoman DeDomenicis
 - A. Public Works
6. Councilman Ford
 - A. Planning & Development
 1. A Resolution authorizing a refund of unused escrow funds with regard to a Zoning Board Application for the Linwood Board of Education
 2. A Resolution approving a temporary sign for Nina's A Unique Boutique
7. Councilman Gordon
 - A. Engineering
8. Councilman Heun
 - A. Public Safety
9. Councilman Matik
 - A. Revenue & Finance
 1. Resolution certifying review of the annual audit
 2. Resolution approving the certification of qualified volunteers for LOSAP
 3. Resolution refunding a Hazardous Handling Fee
 4. Resolutions authorizing refunds of overpayment of taxes for 21 W. Asbury Avenue and Block 9999, Lot 1
10. Councilman Paolone
 - A. Administration
 1. Liquor license bid
11. Mr. Youngblood

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
August 10, 2016**

CALL TO ORDER

FLAG SALUTE Councilman Eric Ford

**NOTICE OF THIS MEETING HAS BEEN
PUBLISHED IN ACCORDANCE WITH THE
REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT.**

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

RESOLUTIONS

129-2016 A Resolution honoring Ms. New Jersey Senior America Diane DeLuca

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.

125-2016 A Resolution authorizing a refund to Steve Hoffman with regard to a Hazardous Handling Fee

126-2016 A Resolution confirming Mayor appointments for the year 2016

127-2016 A Resolution certifying the review of the annual Audit by the Governing Body

128-2016 A Resolution approving the certification of qualified volunteers for LOSAP

130-2016 A Resolution authorizing the refund of a tax overpayment of the 2016 2nd quarter tax payment made for Block 28.01, Lot 3.04, located at 21 W. Asbury Avenue, in the City of Linwood

131-2016 A Resolution authorizing the refund of a tax overpayment of the 2015 property tax payments made for Block 9999, Lot 1, located as Linwood Personal Property, in the City of Linwood

132-2016 A Resolution authorizing the refund of unused escrow funds posted as part of a Zoning Board of Adjustment Application

133-2016 A Resolution approving temporary signage for Nina's A Unique Boutique

APPROVAL OF BILL LIST: \$

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

Resolution

City of Linwood, New Jersey

No. 129, 2016

A RESOLUTION HONORING MS. NEW JERSEY SENIOR AMERICA DIANE DELUCA

WHEREAS, Diane DeLuca is a resident of the City of Linwood and has been selected as Ms. New Jersey Senior America; and

WHEREAS, Diane DeLuca began singing and dancing as a child and appeared weekly on the Garden Pier in Atlantic City, while also participating in school productions. She studied at the Combs Conservatory of Music and received a Bachelor of Fine Arts Degree from Temple University with a major in Theater & Communications; and

WHEREAS, Diane DeLuca is a long time member of the Board of Directors of the Atlantic City Ballet and teaches classes in acting and vocal coaching for the Ballet. She also volunteers for several local organizations including, South Jersey Networking Group, Metropolitan Business & Citizens Association, 4 A Star Talent Management Group, the Children's Museum and Image by Design, and started her own company Dynamic Expressions, DDL, that offers coaching in acting, vocals and image consulting; and

WHEREAS, Diane DeLuca has brought substantial recognition to herself, her family, and her community with regard to her endeavors and achievements;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Linwood on behalf of all of the citizens of Linwood, congratulate, acknowledge and commend **Diane DeLuca** for her achievements and specifically as Ms. New Jersey Senior America.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing Resolution was unanimously adopted at a Regular Meeting of the Linwood City Council this 10th day of August 2016.

Richard L. DePamphilis, III, Mayor

Elliot C. Beinfest

Stacy DeDomenicis

Eric Ford

Todd Gordon

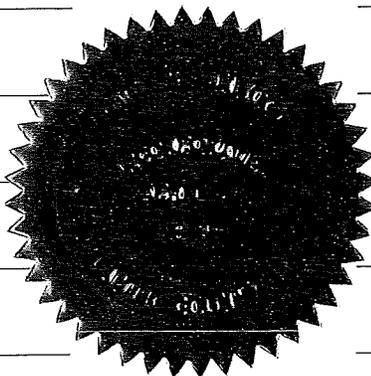
Brian Heun

Darren Matik

Ralph A. Paolone, Council President

Joseph L. Youngblood, Jr., City Solicitor

Leigh Ann Napoli, Municipal Clerk



RESOLUTION NO. 125, 2016

A RESOLUTION AUTHORIZING A REFUND TO STEVE HOFFMAN WITH REGARD TO A
HAZARDOUS HANDLING FEE

WHEREAS, Steve Hoffman paid a \$15.00 hazardous handling fee to the City of Linwood for removal of a refrigerator at 303 Shore Road in the City of Linwood; and

WHEREAS, the refrigerator was removed before the Linwood Public Works Department collected it; and

WHEREAS, Steve Hoffman has requested that his funds in the amount of \$15.00 be refunded; and

WHEREAS, the Common Council of the City of Linwood is desirous of authorizing said refund;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the Chief Financial Officer of the City be and is hereby duly authorized, empowered and directed to issue a draft in the amount of \$15.00 payable to Steve Hoffman, 303 Shore Road, Linwood, NJ 08221 as a refund of a hazardous handling fee paid to the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION NO. 126, 2016

A RESOLUTION CONFIRMING MAYORAL APPOINTMENTS FOR THE YEAR 2016

WHEREAS, the Mayor has made certain appointments with regard to various Board and positions in the City of Linwood; and

WHEREAS, the Common Council is desirous of concurring in said appointments;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood that the Mayor's appointments are hereby endorsed and the Common Council concurs in all of said appointments listed below.

<u>Appointee</u>	<u>Board</u>	<u>Term</u>	<u>Expiration</u>
Carey Lowrey	Economic Development Committee	3 yrs	12/31/16
Kristopher Shinn	Environmental Commission	3 yrs	12/31/18
Howard Rush	Recreation Board	4 yrs	12/31/18

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION NO. 127, 2016

A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL AUDIT BY THE
GOVERNING BODY

WHEREAS, N.J.S.A.40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations," as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52 - "A local officer or member of the local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services) under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than One

Thousand Dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, that the Common Council of the City of Linwood hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION NO. 128, 2016

**A RESOLUTION APPROVING THE CERTIFICATION OF QUALIFIED VOLUNTEERS
FOR LOSAP**

WHEREAS, the Linwood Volunteer Fire Company has certified a list of volunteer members who have qualified for credit under the LOSAP program for 2015 pursuant to N.J.A.C. 5:30-14.10; and

WHEREAS, the certification has been submitted to the Common Council of the City of Linwood for approval, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the certification has been reviewed and recommendations have been made to approve said certification;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the attached certification of qualified volunteers for LOSAP be and is hereby approved.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded forthwith to the Linwood Volunteer Fire Company.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

Based upon the compilation of reports filed, the following members have qualified for LOSAP in 2015:

Martin Walley Sr.

David Buzby

Charles Kisby

Carl Wentzell, Jr

Michael Cardy

Jon Biel

James Friedrich

Ellsworth Ott

Timothy Poley

Harrison Furman

Wayne Dilks

Tyler Krumaker

James Sutor

Martin Walley, Jr

RESOLUTION NO. 130, 2016

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2016 2ND QUARTER TAX PAYMENT MADE FOR BLOCK 28.01, LOT 3.04, LOCATED AT 21 W ASBURY AVENUE, IN THE CITY OF LINWOOD

WHEREAS, Carl Vaccaro is the new owner of Block 28.01, Lot 3.04 Located at 21 W Asbury Ave, in the taxing District of the City of Linwood; and

WHEREAS, the 2016 2nd Quarter was paid by Cape Atlantic Title Agency, LLC; on March 10, 2016 before the 2013 Homestead Benefit Credit was applied to the taxes for prior owner Walter Amann, resulting in an overpayment of \$792.14; and

WHEREAS, Cape Atlantic Title Agency LLC, has requested the refund of the 2016 2nd Quarter overpayment in the amount of \$792.14 to be refunded for the property taxes for the prior owner;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in the amount of \$792.14 which is the amount of the overpayment to Cape Atlantic Title Agency, LLC, 222 New Road, Central Park East, Unit 307, Linwood, NJ 08221, File: C0116-6889.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

Tax Account Maintenance

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Notes Exist

Block: 28.01

Lot: 3.04

Qualifier: REFER TO NOTES

Owner: VACCARO, CARL Prop Loc: 21 W ASBURY AVE

General Assessed Values Additional Billing Deductions Balance All Charges Add/Omit

Year	Qtr	Type	Billed	Principal Balance	Interest	Total Balance
2017	2		2,652.84	2,652.84	.00	2,652.84
2017	1		2,652.84	2,652.84	.00	2,652.84
2017		Total	5,305.68	5,305.68	.00	5,305.68
2016	4		2,650.31	2,650.31	.00	2,650.31
2016	3		2,650.31	.00	.00	.00
2016	2		1,863.23 *	-792.14	.00	-792.14
2016	1		2,652.84	.00	.00	.00

Other Delinquent Balances: .00 Interest Date: 08/08/16

Other APR2 Threshold Amt: .00 Per Diem: .0000 Last Payment Date: 08/03/16

TOTAL TAX BALANCE DUE

Principal: -792.14 Penalty: .00
 Misc. Charges: .00 Interest: .00 Total: -792.14

* Indicates Adjusted Billing in a Tax Quarter

RESOLUTION NO. 131, 2016

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT OF THE 2015 PROPERTY TAX PAYMENTS MADE FOR BLOCK 9999, LOT 1, LOCATED AS LINWOOD PERSONAL PROPERTY IN THE CITY OF LINWOOD

WHEREAS, NJ Bell Tel Company was the owner of Block 9999, Lot 1 Located as Linwood Personal Property, in the taxing District of the City of Linwood; and

WHEREAS, this property was removed from the tax duplicate in 2015. The 2015 1st & 2nd Quarters were paid by Duff & Phelps in the amount of \$9,168.31 resulting in an overpayment due to the property being removed from the City of Linwood Tax Duplicate;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in the amount of \$9,168.31 which is the amount of the overpayment to, Duff & Phelps, PO Box 2749, Addison, TX 75001.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

BLQ: 9999. 1. Tax Year: 2015 to 2015
Owner Name: NJ BELL TEL CO C/O PROP TAX DEPT Property Location: LINWOOD PERSONAL PROPERTY

Tax Year: 2015	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	4,584.16	4,584.15	4,584.16-	4,584.15-	0.00
Payments:	4,584.16	4,584.15	0.00	0.00	9,168.31
Balance Adjust:	0.00	0.00	4,584.16	4,584.16-	0.00
Balance:	0.00	0.00	0.00	9,168.31-	9,168.31-

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2015 Prin Balance
		Description						0.00		0.00
		Original Billed								
02/02/15	1	Payment	001	21592	CK	5598 28	T1 2-4	4,584.16	0.00	4,584.16-
02/02/15	2	Payment	001	21592	CK	5598 29	T1 2-4	4,584.15	0.00	9,168.31-
09/01/15	3	Adjustment	063			6145 33	AC	4,584.16	0.00	4,584.15-
09/01/15	4	Adjustment	063			6145 34	AC	4,584.16-	0.00	9,168.31-

Total Principal Balance for Tax Years in Range: 9,168.31-

RESOLUTION NO. 132, 2016

A RESOLUTION AUTHORIZING THE REFUND OF UNUSED ESCROW FUNDS POSTED AS
PART OF A ZONING BOARD OF ADJUSTMENT APPLICATION

WHEREAS, an Escrow Fund was established in the amount of \$2,500.00 by Cooper Levenson of 1125 Atlantic Avenue, Atlantic City, New Jersey 08401; and

WHEREAS, the construction project has been completed and all inspections have been finalized and approved; and

WHEREAS, a total of \$925.00 was paid for Legal and Engineering reviews and site inspection leaving a balance of \$1,575.00; and

WHEREAS, the balance to be refunded is \$1,575.00;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the Chief Financial Officer of the City of Linwood be and hereby is authorized, empowered and directed to issue a check from the City of Linwood in the amount of \$1,575.00, to Cooper Levenson, 1125 Atlantic Avenue, Atlantic City, New Jersey 08401 with regard to unused escrow funds as part of the Linwood Board of Education Zoning Board Application in the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION NO. 133, 2016

A RESOLUTION APPROVING TEMPORARY SIGNAGE FOR NINA'S A UNIQUE BOUTIQUE

WHEREAS, the owner of Nina's A Unique Boutique has requested permission for two temporary signs, measuring 4'x 6' advertising the opening of their new business at 2306 New Road in the City of Linwood; and

WHEREAS, temporary signage needs approval by City Council; and

WHEREAS, the Common Council is desirous of approving said request;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that permission for the placement of two temporary signs, measuring 4'x 6' advertising the opening of their new business is hereby granted to Nina's A Unique Boutique based on the following conditions;

- 1.) Signs shall not be internally illuminated or electrically activated.
- 2.) Signs shall not be in the Right-of-way on New Road.
- 3.) Signs shall not block any site triangle for access and egress points of travel.

BE IT FURTHER RESOLVED, that the signs shall be permitted for a period of ninety days beginning on August 24, 2016 and ending on November 22, 2016.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 10th day of August, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 10th day of August, 2016.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

August 4, 2016

To Whom It May Concern:

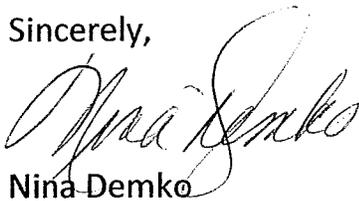
I am submitting a sample of the banners we hope to attach to the building I am leasing at 2306 New Road in Linwood.

There may be some changes but the content will remain the same. Name, description and phone number of the business.

I would like to leave these banners as long as possible and will eventually put up a permanent sign on the silver pole in the front of the building.

Thank you for your consideration.

Sincerely,


Nina Demko

4' 4x6



6'
Plastic Fabric