

**LINWOOD COMMON COUNCIL**  
**CAUCUS AGENDA**  
**February 13, 2019**  
**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 \_\_ Mrs. Byrnes \_\_\_\_\_ Mrs. DeDomenicis \_\_\_\_\_  
   Mr. Ford \_\_\_\_\_ Mr. Gordon \_\_\_\_\_ Mr. Heun \_\_\_\_\_  
   Mr. Matik \_\_\_\_\_ Mr. Paolone \_\_\_\_\_  
  
   Professionals: Mr. Youngblood \_\_\_\_ Mr. Polistina \_\_\_\_\_ Mrs. Napoli \_\_\_\_
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
4. Councilwoman Byrnes
  - A. Neighborhood Services
5. Councilwoman DeDomenicis
  - A. Public Works
    1. Resolution awarding a Contract to Offshore Carpet Cleaning for Janitorial Services
6. Councilman Ford
  - A. Planning & Development
    1. Resolution authorizing additional funds to Triad Associates
    2. Resolution awarding a Contract to Capri Construction for Baseball Building Renovations
7. Councilman Gordon
  - A. Engineering
8. Councilman Heun
  - A. Public Safety
    1. Resolution authorizing payment of a stipend to the Chief of Police
    2. Resolution approving Certification of Qualified Volunteers for LOSAP
    3. Ordinance amending Chapter 263 Vehicles & Traffic for rate of pay
  - B. Planning Board
    1. Resolution awarding Non-Competitive Contracts to Willis Flower as Planning Board Solicitor and Vincent Polistina as Planning Board Engineer
9. Councilman Matik
  - A. Revenue & Finance
    1. Salary Ordinance – final reading
    2. Ordinance amending Chapter 221 for sewer rates – first reading
    3. Resolution authorizing the refund of various tax overpayments
10. Council President Paolone
  - A. Administration
    1. Resolutions authorizing Raffle Licenses to Mainland Performing Art Parent Organization and CASA
    2. Resolution amending a Raffle License for Mainland Lacrosse
    2. Resolution confirming the reappointment of Timothy Maguire as Municipal Court Judge
11. Mr. Youngblood

**LINWOOD COMMON COUNCIL  
AGENDA OF REGULAR MEETING  
February 13, 2019**

**CALL TO ORDER**

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

**FLAG SALUTE:** Councilwoman Stacy DeDomenicis

**ROLL CALL**

**APPROVAL OF MINUTES WITHOUT FORMAL READING**

**ORDINANCES**

- 3 OF 2019** AN ORDINANCE PROVIDING FOR AND ESTABLISHING SALARIES, COMPENSATION AND SALARY RANGES OF OFFICERS AND EMPLOYEES OF THE CITY OF LINWOOD, AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.  
*FIRST READING:* January 23, 2019  
*PUBLICATION:* January 28, 2019  
*PASSAGE:* February 13, 2019
- 4 OF 2019** AN ORDINANCE AMENDING CHAPTER 221 SEWERS, ARTICLE II, SEWER USE AND RATES OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.  
*FIRST READING:* February 13, 2019  
*PUBLICATION:* February 18, 2019  
*PASSAGE:* February 27, 2019
- 5 OF 2019** AN ORDINANCE AMENDING CHAPTER 263 VEHICLES AND TRAFFIC, ARTICLE VI TRAFFIC CONTROL STANDARDS FOR CONSTRUCTION AND ROAD REPAIRS, SECTION 263-34, REQUESTS AND PAYMENT FOR SERVICES OF POLICE TRAFFIC DIRECTORS OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.  
*FIRST READING:* February 13, 2019  
*PUBLICATION:* February 18, 2019  
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**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.

- 45-2019** A Resolution awarding the Contract to Offshore Carpet Cleaning, LLC for Janitorial Services
- 46-2019** A Resolution authorizing the refund of various tax overpayments made by Lareta LLC
- 47-2019** A Resolution confirming the reappointment of Timothy P. Maguire as the Municipal Court Judge for the City of Linwood

**RESOLUTIONS WITHIN CONSENT AGENDA (continued)**

- 48-2019** A Resolution authorizing the payment of a stipend to the Linwood Chief of Police for assuming Code Enforcement duties
- 49-2019** A Resolution authorizing the issuance of a Raffle License, #2019-14, to Mainland Performing Arts Parent Organization
- 50-2019** A Resolution authorizing the issuance of a Raffle License, #2019-15, to Mainland Performing Arts Parent Organization
- 51-2019** A Resolution authorizing the issuance of a Raffle License, #2019-16, to Court Appointed Special Advocates for Children of Atlantic & Cape May Counties
- 52-2019** A Resolution authorizing additional funds for a Non-Competitive Contract for Professional Services to Triad Associates for Accessory Apartment Implementation Services for the City of Linwood
- 53-2019** A Resolution awarding Non-Competitive Contracts for Professional Services to Willis F. Flower as Planning Board Solicitor and Vincent Polistina as Planning Board Engineer
- 54-2019** A Resolution approving the Certification of Qualified Volunteers for LOSAP
- 55-2019** A Resolution approving an Amendment to Raffle License No. 2019-04-A for Mainland Youth Lacrosse
- 56-2019** A Resolution awarding the Contract to Capri Construction Company for the Baseball Building Renovations

**APPROVAL OF BILL LIST: \$514,065.01**

**MEETING OPEN TO THE PUBLIC**

**FINAL REMARKS BY MAYOR AND COUNCIL**

**ADJOURNMENT**

ORDINANCE NO. 3, 2019

AN ORDINANCE PROVIDING FOR AND ESTABLISHING SALARIES, COMPENSATION AND SALARY RANGES OF OFFICERS AND EMPLOYEES OF THE CITY OF LINWOOD, AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

BE IT ORDAINED, by the Common Council of the City of Linwood, County of Atlantic and State of New Jersey as follows:

SECTION 1: That the following salaries, wages and compensations shall be paid to the following officials, officers and employees of the City of Linwood, retroactive to January 1, 2019, subject, however, to the provisions of certain Employment Contracts between the City of Linwood and the Mainland Police Benevolent Association, the bargaining agent for the members of the Linwood Police Department and Linwood Superior Officers; the Teamsters Local 331 inclusive of the Police Secretary, Linwood Uniformed Firefighters Association Local Union #4370, and also except as otherwise stated herein.

PART TIME HOURLY

RANGE

Administrative Assistant	\$ 8.85 to \$35.00
Clerk Typist	\$ 8.85 to \$35.00
Code Enforcement Officer	\$ 8.85 to \$35.00
Deputy Court Administrator	\$ 8.85 to \$35.00
Dispatcher	\$ 8.85 to \$35.00
Fire Relief	\$ 8.85 to \$35.00
Groundskeeper	\$ 8.85 to \$35.00
Matron	\$ 8.85 to \$35.00
Recreation Aide	\$ 8.85 to \$35.00
Special Law Enforcement Officer Class II	\$ 8.85 to \$35.00
Summer Intern	\$ 8.85 to \$35.00

PART TIME PER DIEM

RANGE

Planning Board Recording Secretary	\$ 50.00 to \$300.00
Planning Board Tape Recorder Operator/Secretary	\$ 50.00 to \$300.00
School Crossing Guard Captain	\$ 30.00 to \$ 60.00
School Crossing Guard	\$ 25.00 to \$ 50.00

PART TIME PER ANNUMRANGE

Clean Communities Coordinator	\$ 50.00 to \$ 5,000.00
Code Enforcement Officer	\$ 1,000.00 to \$ 5,000.00
Computer Maintenance Coordinator	\$ 500.00 to \$ 2,000.00
Communications Coordinator	\$ 1,000.00 to \$ 4,000.00
Construction Official	\$ 5,000.00 to \$50,000.00
Council Member	\$ 5,000.00 to \$15,000.00
Council President	\$ 5,000.00 to \$20,000.00
Deputy Emergency Management Director	\$ 500.00 to \$ 2,000.00
Drug Alliance Coordinator	\$ 1,000.00 to \$ 5,000.00
Emergency Management Director	\$ 1,000.00 to \$ 4,000.00
Journeyman Electrician	\$ 3,100.00 to \$ 5,000.00
Floodplain Manager	\$ 1,000.00 to \$ 3,000.00
Mayor	\$ 5,000.00 to \$25,000.00
Memorial Park Director	\$ 4,000.00 to \$15,000.00
Assistant Memorial Park Director	\$ 1,000.00 to \$ 5,000.00
Municipal Magistrate	\$10,000.00 to \$30,000.00
Planning Board Secretary	\$ 5,000.00 to \$20,000.00
Police Chief	\$30,000.00 to \$150,000.00
Recycling Coordinator	\$ 1,000.00 to \$ 5,000.00
Utilities Collector	\$ 2,000.00 to \$ 7,000.00
Sub-Code Off/Building Inspector	\$ 5,000.00 to \$25,000.00
Sub-Code Off/Electrical Inspector	\$ 5,000.00 to \$25,000.00
Sub-Code Off/Fire Protection	\$ 5,000.00 to \$25,000.00
Sub-Code Off/Plumbing Inspector	\$ 5,000.00 to \$25,000.00
Tax Assessor	\$25,000.00 to \$50,000.00
Uniform Fire Official/Fire Marshall	\$ 5,000.00 to \$15,000.00
Uniform Fire Safety Inspector	\$ 1,000.00 to \$ 5,000.00
Zoning Board of Adjustment Secretary/Tape Recorder	\$5,000.00 to \$15,000.00
Zoning Officer	\$ 5,000.00 to \$15,000.00

FULL TIME PER ANNUMRANGE

Account Clerk	\$25,000.00 to \$50,000.00
Accountant	\$25,000.00 to \$50,000.00
Accounting Assistant	\$25,000.00 to \$50,000.00
Administrative Assistant	\$25,000.00 to \$50,000.00
Administrator	\$50,000.00 to \$95,000.00
Bookkeeper	\$25,000.00 to \$35,000.00
Chief Financial Officer	\$50,000.00 to \$95,000.00
Code Enforcement Officer/Housing Inspector	\$25,000.00 to \$50,000.00
Deputy Court Administrator	\$25,000.00 to \$50,000.00
Deputy Municipal Clerk	\$25,000.00 to \$50,000.00
Deputy Tax Collector	\$25,000.00 to \$60,000.00
Dispatcher / Supervisor	\$42,000.00 to \$60,000.00
Dispatcher	\$25,000.00 to \$60,000.00
Equipment Operator	\$25,000.00 to \$70,000.00
Fire Captain	\$56,000.00 to \$90,000.00
F/F during 1 <sup>st</sup> year of service	\$23,000.00 to \$45,000.00
F/F after 1 year of service	\$23,000.00 to \$50,000.00
F/F after 2 years of service	\$23,000.00 to \$55,000.00
F/F after 3 years of service	\$23,000.00 to \$60,000.00
F/F after 4 years of service	\$23,000.00 to \$65,000.00
F/F after 5 years of service	\$23,000.00 to \$70,000.00

FULL TIME PER ANNUM (continued)RANGE

F/F after 6 years of service	\$23,000.00 to \$75,000.00
F/F after 7 years of service	\$23,000.00 to \$80,000.00
F/F after 8 years of service	\$23,000.00 to \$85,000.00
F/F after 9 years of service	\$23,000.00 to \$85,000.00
F/F after 10 years of service	\$23,000.00 to \$85,000.00
F/F after 11 years of service	\$23,000.00 to \$85,000.00
F/F after 12 years of service	\$23,000.00 to \$85,000.00
F/F after 13 years of service	\$23,000.00 to \$85,000.00
F/F after 14 years of service	\$23,000.00 to \$85,000.00
General Supervisor	\$40,000.00 to \$90,000.00
Groundskeeper	\$25,000.00 to \$50,000.00
Municipal Clerk	\$30,000.00 to \$95,000.00
Municipal Court Administrator	\$30,000.00 to \$65,000.00
Patrolman - During Probation	\$25,000.00 to \$50,000.00
Patrolman - Step 1	\$25,000.00 to \$55,000.00
Patrolman - Step 2	\$25,000.00 to \$60,000.00
Patrolman - Step 3	\$25,000.00 to \$65,000.00
Patrolman - Step 4	\$25,000.00 to \$70,000.00
Patrolman - Step 5	\$25,000.00 to \$75,000.00
Patrolman - Step 6	\$25,000.00 to \$90,000.00
Patrolman - Step 7	\$25,000.00 to \$95,000.00
Patrolman - Step 8	\$25,000.00 to \$95,000.00
Patrolman - Step 9	\$25,000.00 to \$95,000.00
Patrolman - Step 10	\$25,000.00 to \$95,000.00
Patrolman - Step 11	\$25,000.00 to \$95,000.00
Patrolman - Step 12	\$25,000.00 to \$99,000.00
Police Captain	\$50,000.00 to \$130,000.00
Police Chief	\$75,000.00 to \$150,000.00
Police Department Secretary	\$20,000.00 to \$70,000.00
Police Lieutenant	\$50,000.00 to \$125,000.00
Police Sergeant	\$40,000.00 to \$105,000.00
Public Works Foreman	\$25,000.00 to \$80,000.00
Public Works Laborer	\$25,000.00 to \$60,000.00
Public Works Superintendent	\$50,000.00 to \$95,000.00
Secretary	\$20,000.00 to \$60,000.00
Tax Collector	\$40,000.00 to \$85,000.00
Tech. Assistant to Construction Office	\$30,000.00 to \$60,000.00

SECTION 2A: A current full time employee, employed as of January 1, 2012, shall be paid together with his or her annual salary as fixed and determined by this ordinance, additional compensation based upon length of his or her full time service, effective and limited to January 1, 2012, an amount to be added to base salary and paid bi-weekly or monthly in accordance with the following schedule:

YEARS OF SERVICE

COMPENSATION PER ANNUM  
IN ADDITION TO FIXED SALARY

3  
Each year after 3 to 30 years

\$350.00  
\$350.00 plus \$150.00 for  
each additional year up to  
a maximum of \$4,000.00

However, all longevity pay for current employees shall be frozen at the level of service achieved effective January 1, 2012 and no new employee or current employee who has not reached a level of service whereby he or she is entitled to longevity pay as of that date, shall be paid longevity, nor shall said employees be entitled to longevity pay at any time in the future.

SECTION 2B: The aforesaid additional compensation and all overtime paid for any union employee shall be payable in accordance with the terms of the union employee contracts.

SECTION 2C: The period of eligibility for length of service for longevity pay shall be determined as of the anniversary date of the full time employment of each employee. Those employees hired from January 1 to June 30 will be considered to have completed a full year December 31 of that year. Those employees hired after June 30 will be considered to have completed a full year December 31 of the following year. For all years thereafter, all anniversary dates will be on January 1. However, all current employees shall be frozen at the level of employment achieved as of January 1, 2012 for purposes of longevity and no new employees shall be entitled to longevity.

SECTION 2D: All full time employees holding a Bachelor's Degree in a subject related to that employee's position within the City of Linwood shall receive additional compensation in the amount of \$1,250.00 per year. All full time employees holding a Master's Degree related to that employee's position within the City of Linwood shall receive additional compensation in

the amount of \$1,400.00 per year. Such additional compensation shall be added to base salary and paid bi-weekly or monthly.

SECTION 3: All said salaries, wages and compensation shall be paid to the Municipal Magistrate, Tax Assessor, Emergency Management Director, Fire Inspector and the Uniform Fire Official in equal monthly installments; to the Mayor, Councilpersons, and Drug Alliance Coordinator in equal quarterly installments; and all of the other abovementioned salaries, wages and compensation shall be paid biweekly, in equal installments, every other Friday.

SECTION 4: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 5: Should any section, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION 6: This ordinance shall take effect retroactively to January 1, 2019 upon its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>January 23, 2019</i>
<i>PUBLICATION:</i>	<i>January 28, 2019</i>
<i>PASSAGE:</i>	<i>February 13, 2019</i>



The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, January 23, 2019 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on February 13, 2019.

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LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

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RICHARD L. DEPAMPHILIS, III, MAYOR

ORDINANCE NO. 4, 2019

AN ORDINANCE AMENDING CHAPTER 221 SEWERS, ARTICLE II, SEWER USE AND RATES OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

BE IT ORDAINED, by the Common Council of the City of Linwood, County of Atlantic and State of New Jersey as follows:

SECTION 1: Chapter 221 Sewers, Article II, Sewer Use and Rates, Section 221-51, Sewer Use Charges; Unit Basis; is hereby amended to read as follows:

Sewer charges shall be made by the City and billed to the owners of real property upon which buildings stand in the City at the sanitary sewer rental charge of \$180 per half year for each sewer rental unit. Such sewer service charges are based upon estimated annual operating and capital costs due and owing by the City of Linwood and may be changed from time to time as the need generated by such costs may require.

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 3: Should any sentence, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION 4: This ordinance shall take effect upon its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>February 13, 2019</i>
<i>PUBLICATION:</i>	<i>February 18, 2019</i>
<i>PASSAGE:</i>	<i>February 27, 2019</i>

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, February 13, 2019 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on February 27, 2019.

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LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

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RICHARD L. DEPAMPHILIS, III, MAYOR

ORDINANCE NO. 5, 2019

AN ORDINANCE AMENDING CHAPTER 263 VEHICLES AND TRAFFIC, ARTICLE VI TRAFFIC CONTROL STANDARDS FOR CONSTRUCTION AND ROAD REPAIRS, SECTION 263-34, REQUESTS AND PAYMENT FOR SERVICES OF POLICE TRAFFIC DIRECTORS OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH.

BE IT ORDAINED, by the Common Council of the City of Linwood, County of Atlantic and State of New Jersey as follows:

SECTION 1: Chapter 263, Article VI, Section 263-34 Requests and payment for services of police traffic directors, Section B (1) is hereby amended to read as follows:

- (1). Rate: The rate of compensation for contracting the services of off-duty law enforcement officers shall be at the rate of \$70 per hour.

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 3: Should any sentence, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION 4: This ordinance shall take effect upon its final passage, publication and adoption in the manner prescribed by law.

<i>FIRST READING:</i>	<i>February 13, 2019</i>
<i>PUBLICATION:</i>	<i>February 18, 2019</i>
<i>PASSAGE:</i>	<i>February 27, 2019</i>

The within Ordinance was introduced at a meeting of the Common Council of the City of Linwood, County of Atlantic and State of New Jersey held on, February 13, 2019 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on February 27, 2019.

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LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

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RICHARD L. DEPAMPHILIS, III, MAYOR

**RESOLUTION No. 45, 2019**

A RESOLUTION AWARDING THE CONTRACT TO OFFSHORE CARPET CLEANING, LLC  
FOR JANITORIAL SERVICES

**WHEREAS**, the City of Linwood received bids for Janitorial Services in the City of Linwood on Wednesday, January 30, 2019 at 10:00 a.m. prevailing time; and

**WHEREAS**, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that the Contract for Janitorial Services be and is hereby awarded to Offshore Carpet Cleaning, LLC, 505 Garfield Avenue, Linwood New Jersey 08221 for the Base Bid amount of \$60,000.00 as set forth in the bid submitted, which is attached hereto and incorporated herein;

**BE IT FURTHER RESOLVED**, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Offshore Carpet Cleaning, LLC in accordance with the terms and conditions set forth in the bid/proposal submitted;

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of 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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

# Memo

**To:** Mayor and Members of Council  
**From:** Anthony Strazzeri, CFO  
**CC:** Leigh Ann Napoli, RMC, CMR, MPA, City Clerk  
**Date:** 2-07-19  
**Re:** Availability of Funds – Janitorial Services

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$60,000.00 will be available under Buildings and Grounds Other Expenses in the operating budget. Funds will be encumbered to Offshore Carpet Cleaning LLC, 505 Garfield Ave Linwood, NJ 08221.

## BID PROPOSAL FORM

The undersigned having carefully examined the Bid Documents together with any addenda issued thereto, hereby proposes to furnish all labor and materials, equipment, operations and incidentals, and to perform all services required in connection with the **JANITORIAL SERVICE CONTRACT**, in strict accordance with the Bid Documents and to the full and entire satisfaction of the City for the sum of:

TOTAL BASE BID \$ 60,000.

Amount in words:

Sixty Thousand dollars

HOURLY RATE FOR MISCELLANEOUS ITEMS NOT INCLUDED IN SPECIFICATIONS \$ 35.00  
per hour.

Amount in words:

Thirty Five dollars per hour (None emergencies rate.)  
85.00 per hour Eighty five dollars per hour (emergency rate)

OPTION #1 ONE YEAR March 1, 2020 THROUGH February 27,

2021 PERIOD:

\$ 60,000.

Amount in words:

Sixty Thousand dollars

OPTION #2 TWO YEAR March 1, 2021 THROUGH February 27, 2022 PERIOD:

\$ 124,000

Amount in words:

One hundred Twenty four Thousand dollars

NAME OF THE PROPOSER: Edwin H Reese Jr Offshore Carpet Cleaning LLC.

NAME OF AUTHORIZED SIGNATORY: Edwin H Reese Jr

AUTHORIZED SIGNATORY SIGNATURE: 

DATE: 1-25-19

CONTACT ADDRESS:

505 Garfield Ave

Linwood, NJ 08221

PHONE #: 609-365-8045

E-MAIL ADDRESS: owner@offshorecarpetcleaning.com

**RESOLUTION No. 46, 2019**

A RESOLUTION AUTHORIZING THE REFUND OF VARIOUS TAX OVERPAYMENTS MADE  
BY LERETA LLC

**WHEREAS**, certain owners of real estate situated in the tax district of the City of Linwood have paid their 2018 property taxes in accordance with the provisions of the statute so made and provided; and

**WHEREAS**, certain property owners have overpaid their 2018 property taxes due to duplicate payments made by Lereta LLC in the amounts set forth on the list attached hereto and made part of; and

**WHEREAS**, Lereta LLC has requested the refunds of the 2018 Tax overpayments for the properties listed;

**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 favor of Lereta LLC, Attn: Refunds Dept, 1123 S. Parkview Drive, Covina, CA 91724 in the amount of the overpayments set forth on the attached list in order to refund monies representing overpayment of taxes to said property owner.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_



JANUARY 6, 2019

LINWOOD CITY TAX COLLECTOR  
400 W POPLAR AVE  
LINWOOD, NJ 08221

To Whom It May Concern:

Lereta is requesting refunds for the for the parcel(s) below:

**Contract: 94746822 Customer: 75700 - 75706 09/14/18 Loan ID: 0645325523**

**BLOCK 2      LOT 6 C-301      \$1,362.23      10/30/2018**

**Contract: 47887585 Customer: 75700 - 75702      Loan ID: 1823077993**

**BLOCK 26      LOT 3      \$1,914.65      10/30/2018**

**Contract: 68384498 Customer: 48100 - 48102 09/12/17 Loan ID: 0014697643**

**BLOCK 95      LOT 1      \$1,491.23      08/17/2018**

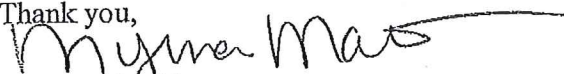
Please mail reissued check to the address below:

**(TOTAL \$4,768.11)**

**LERETA LLC  
1123 S. PARKVIEW DRIVE  
COVINA, CA 91724**

If you have any questions, please contact me.

Thank you,

  
*Myrna Martinez*  
Refund Processor

(626) 332-1942 ext 1745 or (800) 537-3821 ext 1745



BLQ: 2. 6. -C-301- - Tax Year: 2018 to 2018  
Owner Name: MCCORMICK 106, LLC Property Location: 530 OCEAN HEIGHTS AVE

Tax Year: 2018	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	1,523.64	1,523.64	1,585.79	1,585.79	6,218.86
Other Bill Adj:	0.00	0.00	0.00	223.56-	223.56-
Total Billed:	1,523.64	1,523.64	1,585.79	1,362.23	5,995.30
Payments:	1,523.64	1,523.64	1,585.79	2,724.46	7,357.53
Balance:	0.00	0.00	0.00	1,362.23-	1,362.23-

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2018 Prin Balance
		Description								
		Original Billed						6,218.86		6,218.86
02/02/18	1	Payment	001	VARIOUS	CK	8490	25 CORELOGI	1,523.64	0.00	4,695.22
		CORELOGIC								
04/26/18	2	Payment	001	VARIOUS	CK	8807	24 CORELOGI	1,523.64	0.00	3,171.58
		CORELOGIC								
07/30/18	4	Adjustment	HB			9104	28 HMST BEN	223.56-	0.00	2,948.02
		Homestead Credit								
08/14/18	3	Payment	001	107512	CK	9163	2 LERETA	1,585.79	0.00	1,362.23
		LERETA								
10/11/18	4	Payment	001	3741556244	CK	9338	1 WIPT1011	1,362.23	0.00	0.00
		WIPP PAYMENT								
10/30/18	4	Payment	001	148039	CK	9385	1 LERETA	1,362.23	0.00	1,362.23-
		LERETA								

Total Principal Balance for Tax Years in Range: 1,362.23-

BLQ: 26. 3. Tax Year: 2018 to 2018  
Owner Name: BERENOTTO, MICHAL;ZIEGLER,CORTNEY Property Location: 220 W FOREST DR

Tax Year: 2018	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	2,092.10	2,092.10	2,179.99	2,179.98	8,544.17
Other Bill Adj:	0.00	265.33-	0.00	265.33-	530.66-
Total Billed:	2,092.10	1,826.77	2,179.99	1,914.65	8,013.51
Payments:	2,092.10	1,826.77	2,179.99	3,829.30	9,928.16
Balance:	0.00	0.00	0.00	1,914.65-	1,914.65-

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2018 Prin Balance
								8,544.17		8,544.17
		Description								
		Original Billed						2,092.10	0.00	6,452.07
12/26/17	1	Payment	001	1855	CK	8290 23	T1 12-26	265.33-	0.00	6,186.74
03/26/18	2	Adjustment	HR			8691 166	HOMESTEAD			
		Homestead Credit								
04/11/18	2	Payment	001	1102	CK	8751 18	T1 04-11	1,826.77	0.00	4,359.97
07/30/18	4	Adjustment	HB			9104 166	HMST BEN	265.33-	0.00	4,094.64
		Homestead Credit								
07/31/18	3	Payment	001	1126	CK	9110 41	T1 7-31	2,179.99	0.00	1,914.65
10/04/18	4	Payment	001	1385692	CK	9320 3	T1 10-04	1,914.65	0.00	0.00
		GROUP 21 TITLE AGENC								
10/30/18	4	Payment	001	148039	CK	9385 14	LERETA	1,914.65	0.00	1,914.65-
		LERETA								

Total Principal Balance for Tax Years in Range: 1,914.65-

BLQ: 95. 1.  
Owner Name: GAJDZIK, CHRISTOPHER

Tax Year: 2018 to 2018  
Property Location: 1022 OAK AVE

Tax Year: 2018	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	1,432.79	1,432.79	1,491.23	1,491.23	5,848.04
Payments:	1,432.79	1,432.79	2,982.46	1,491.23	7,339.27
Balance:	0.00	0.00	1,491.23-	0.00	1,491.23-

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2018 Prin Balance
		Description								
		Original Billed						5,848.04		5,848.04
01/26/18	1	Payment	001	VARIOUS	CK	8437	20 LERETA	1,432.79	0.00	4,415.25
		LERETA								
05/01/18	2	Payment	001	VARIOUS	CK	8826	18 LERETA	1,432.79	0.00	2,982.46
		LERETA								
08/14/18	3	Payment	001	1209374	CK	9161	55 T1 08-14	1,491.23	0.00	1,491.23
		TRIDENT LAND								
08/17/18	3	Payment	001	VARIOUS	CK	9185	20 LERETA	1,491.23	0.00	0.00
		LERETA								
11/02/18	4	Payment	001	VARIOUS	CK	9406	457 CORELOGI	1,491.23	0.00	1,491.23-
		CORELOGIC, INC.								

Total Principal Balance for Tax Years in Range: 1,491.23-

**RESOLUTION No. 47, 2019**

A RESOLUTION CONFIRMING THE REAPPOINTMENT OF TIMOTHY P. MAGUIRE AS THE MUNICIPAL COURT JUDGE FOR THE CITY OF LINWOOD

**WHEREAS**, pursuant to the authority granted by N.J.S.A. 2B:12-1(c), the municipalities of the City of Northfield and the City of Linwood have entered into an agreement for shared court services; and

**WHEREAS**, as provided by N.J.S.A. 2B:12-4, the Shared Court Agreement provides that there shall be a shared Municipal Court Judge; and

**WHEREAS**, the Shared Court Agreement further provides that the Municipal Court Judge shall be appointed by each Municipality on an alternating basis between the Linwood Mayor and the Northfield Mayor for each term; and

**WHEREAS**, in accordance with N.J.S.A. 2B:12-4, the Mayor of the City of Northfield has appointed Timothy P. Maguire as Municipal Court Judge of the City of Northfield for the term of three years, said appointment to be effective on January 1, 2019 and to continue for a three year term through December 31, 2021; and

**WHEREAS**, the Common Council of the City of Linwood is desirous of confirming said appointment;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood, Atlantic County, New Jersey that the reappointment of Timothy P. Maguire as Municipal Court Judge for the City of Linwood for the term of three years is hereby confirmed in accordance with the Shared Court Agreement;

**BE IT FURTHER RESOLVED**, that the rate for a substitute Judge shall be set at a maximum rate of \$300.00 per session, and should a substitute be utilized for more than two sessions for each calendar year, said rate of \$300.00 shall be deducted and paid from the salary of the Municipal Judge.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

**RESOLUTION No. 48, 2019**

A RESOLUTION AUTHORIZING THE PAYMENT OF A STIPEND TO THE LINWOOD CHIEF OF POLICE FOR ASSUMING CODE ENFORCEMENT DUTIES

**WHEREAS**, the City of Linwood and the Linwood Chief of Police have reached an agreement whereby the Chief will assume certain duties previously performed by the Linwood Code Enforcement Officer; and

**WHEREAS**, the City of Linwood has agreed to pay the Chief of Police an annual stipend in the amount of \$5,000.00, to be added to the Chief's annual salary effective January 1, 2019, in consideration for his assumption of these additional duties;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that the Chief of Police shall receive an annual stipend in the amount of \$5,000.00 to be added to and paid as part of his salary effective January 1, 2019;

**BE IT FURTHER RESOLVED**, that this payment is being made in consideration for the Chief's assumption of certain Code Enforcement duties and it shall be made in accordance with the 2019 Linwood Salary Ordinance and all amendments thereto.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

**RESOLUTION No. 49, 2019**

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2019-14,  
TO MAINLAND PERFORMING ARTS PARENT ORGANIZATION

**WHEREAS**, Mainland Performing Arts Parent Organization has applied for a Raffle License, to conduct games on March 16, 2019; and

**WHEREAS**, Mainland Performing Arts Parent Organization has fulfilled all of the requirements and met all qualifications for such a license, including but not limited to obtaining a Registration Identification Number, that number being 349-5-41675;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that a Raffle License be issued to Mainland Performing Arts Parent Organization and that the Clerk be authorized to sign any documentation deemed necessary or useful.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

**RESOLUTION No. 50, 2019**

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2019-15,  
TO MAINLAND PERFORMING ARTS PARENT ORGANIZATION

**WHEREAS**, Mainland Performing Arts Parent Organization has applied for a Raffle License, to conduct games on March 14, 2019, March 15, 2019 and March 16, 2019; and

**WHEREAS**, Mainland Performing Arts Parent Organization has fulfilled all of the requirements and met all qualifications for such a license, including but not limited to obtaining a Registration Identification Number, that number being 349-5-41675;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that a Raffle License be issued to Mainland Performing Arts Parent Organization and that the Clerk be authorized to sign any documentation deemed necessary or useful.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

**RESOLUTION No. 51, 2019**

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2019-16,  
TO COURT APPOINTED SPECIAL ADVOCATES FOR CHILDREN OF ATLANTIC & CAPE  
MAY COUNTIES

**WHEREAS**, Court Appointed Special Advocates for Children of Atlantic & Cape May Counties has applied for a Raffle License, to conduct games on April 11, 2019; and

**WHEREAS**, Court Appointed Special Advocates for Children of Atlantic & Cape May Counties has fulfilled all of the requirements and met all qualifications for such a license, including but not limited to obtaining a Registration Identification Number, that number being 458-5-40342;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that a Raffle License be issued to Court Appointed Special Advocates for Children of Atlantic & Cape May Counties and that the Clerk be authorized to sign any documentation deemed necessary or useful.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_



**RESOLUTION No. 52, 2019**

A RESOLUTION AUTHORIZING ADDITIONAL FUNDS FOR A NON-COMPETITIVE CONTRACT FOR PROFESSIONAL SERVICES TO TRIAD ASSOCIATES FOR ACCESSORY APARTMENT IMPLEMENTATION SERVICES FOR THE CITY OF LINWOOD

**WHEREAS**, by Resolution No. 139, 2018, a Contract for Professional Services was awarded to Triad Associates for accessory apartment implementation services to comply with an Order of Fairness and Compliance for an amount not to exceed \$5,000.00; and

**WHEREAS**, there is a need to authorize additional funds in the sum not to exceed \$5,500.00;

**WHEREAS**, the Common Council is desirous of authorizing the additional funds; and

**WHEREAS**, the Local Public Contracts Law (N.J.S. 40A:11.1 et. seq.) requires that a Resolution authorizing the award of Contracts for "Professional Services" without competitive bids must be advertised;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that additional funds in the sum not to exceed \$5,500.00 are hereby authorized for the Contract with Triad Associates for accessory apartment implementation services to comply with an Order of Fairness and Compliance;

**BE IT FURTHER RESOLVED**, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to amend and execute a Contract or Agreement with Triad Associates with regard to the aforesaid. This Contract is awarded without competitive bidding as a "Professional Service" under the provision of the Local Public Contracts Law because the Local Public Contracts Law permits professional services to be awarded without the necessity of competitive bidding.

A copy of this Resolution shall be published in an official newspaper of the City of Linwood as required by law within ten (10) days of its passage.

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon a certification of availability of funds from the Chief Financial Officer of 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 13th day of February, 2019.

RESOLUTION NO. 52, 2019  
PAGE 2

IN WITNESS WHEREOF, I have hereunto set my hand and official seal  
this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

# Memo

**To:** Mayor and Members of Council  
**From:** Anthony Strazzeri, CFO  
**CC:** Leigh Ann Napoli, RMC, CMR, MPA, City Clerk  
**Date:** 2-07-19  
**Re:** Availability of Funds-COAH Services

Pursuant to 40A: 4-57, I hereby certify that sufficient funds of \$5,500.00 will be available under the planning board operating budget. Funds will be encumbered to Triad Advisory Services, Inc., 1301 W Forest Grove Road Vineland, NJ 08360-1501.

**RESOLUTION No. 53, 2019**

A RESOLUTION AWARDING NON-COMPETITIVE CONTRACTS FOR PROFESSIONAL SERVICES TO WILLIS F. FLOWER AS PLANNING BOARD SOLICITOR AND VINCENT POLISTINA AS PLANNING BOARD ENGINEER

**WHEREAS**, there exists within the City of Linwood, New Jersey, the need for a Planning Board Solicitor and a Planning Board Engineer; and

**WHEREAS**, the Local Public Contracts Law (N.J.S. 40A:11.1 et. seq.) requires that a Resolution authorizing the award of Contracts for "Professional Services" without competitive bids must be advertised;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood, New Jersey, as follows:

1. That Willis F. Flower of the firm Ford, Flower, and Hasbrouck be and is hereby appointed Planning Board Solicitor for the City of Linwood for a one year term.
2. That Vincent Polistina of the firm Polistina Associates be and is hereby appointed Planning Board Engineer for a one year term.
3. That the Mayor and City Clerk are hereby authorized and directed to execute the attached contracts with the above named persons.

These Contracts are awarded without competitive bidding as a "Professional Service" under the provision of the Local Public Contracts Law because the Local Public Contracts Law permits professional services to be awarded without the necessity of competitive bidding.

A copy of this Resolution shall be published in an official newspaper of the City of Linwood as required by law within ten (10) days of its passage.

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon a certification of availability of funds by the Chief Financial Officer of 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 13th day of February, 2019.

RESOLUTION NO. 53, 2019  
PAGE 2

IN WITNESS WHEREOF, I have hereunto set my hand and official seal  
this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

# Memo

**To:** Mayor and Members of Council  
**From:** Anthony Strazzeri, CFO  
**CC:** Leigh Ann Napoli, RMC, CMR, MPA, City Clerk  
**Date:** 2-07-19  
**Re:** Availability of Funds-Planning Board Solicitor

Pursuant to 40A: 4-57, I hereby certify that sufficient funds will be available under planning board operating budget. Funds will be encumbered to Ford, Flower, Hasbrouck & King, P.O. Box 405 Linwood, NJ 08221.

## CONTRACT FOR LEGAL SERVICES

**THIS AGREEMENT** is made this 1st day of January, 2019, between the City of Linwood, a Municipal Corporation of the State of New Jersey, hereinafter called the City, by and through its Planning Board, which is a municipal agency with power to contract for professional services as authorized by the *Municipal Land Use Law* and Willis F. Flower, Esquire, of Ford, Flower, Hasbrouck & Loefflad, hereinafter called the Attorney.

The parties do hereby agree as follows:

1. The Attorney will supply to the Linwood Planning Board all of the ordinary and usual legal services required by the Linwood Planning Board of the City of Linwood for the term of this Contract as follows:

A. At a retainer rate of \$200.00 per meeting for attendance at all regularly scheduled or special Planning Board meetings and for attendance at special meetings of the Planning Board where the Planning Board Solicitor's attendance is required by the Board.

B. Except as otherwise provided, an hourly rate of \$140.00 per hour for ordinary and usual legal services which shall include, but not be limited, to the following:

- (a) Availability by phone to all members of the Planning Board and other City officials and Linwood employees, provided that the subject matter pertains to Planning Board business (provided routine phone calls of short duration will not be charged for separately and are part of the service included in the meeting fee); and
- (b) Expression of routine legal opinions relating to general Board business and specific applications;

- (c) Review of applications and preparation of all decisions and resolutions, together with memoranda pertaining to same when applicable at an hourly rate of \$250.00 per hour, but only as to matters which are billed directly to Applicant or other third party; and
- (d) Any additional legal services beyond the services identified above, if requested by the Board, at an hourly rate to be mutually agreed upon between the Applicant and the Attorney. Such extra legal services shall include, but not be limited to, all types of litigation involving the Board, drafting of complex Resolutions, drafting and/or revision of complex ordinances, extensive or specialized legal research and opinions, and any and all other work of special, unique or extra-ordinary nature beyond the regularly scheduled Planning Board meetings. The determination of the rate will take into consideration the complexity of the matter, the importance of the work to the City, the duration of the assignment, whether or not the assignment is subject to accelerated time limits, whether the assignment will preclude attorney from accepting work from other potential clients, and all other relevant factors identified in the Rules of Professional Conduct as relevant to the determination of a reasonable fee (RPC 1.5).

2. This Contract is made in conformity with the Local Public Contracts Law of the State of New Jersey and shall be so construed as to comply therewith.

3. This Contract has been awarded to Willis F. Flower, Esquire of Ford, Flower, Hasbrouck & Loefflad based on the merits and abilities of Willis F. Flower, Esquire to provide



the goods or services as described herein. This Contract was awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4, et seq. As such, the undersigned does hereby attest that Willis F. Flower, Esquire of Ford, Flower, Hasbrouck & Loefflad, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A16, in the one (1) year period preceding the award of this Contract that would, pursuant to P.L. 2004,c 19, affect his eligibility to perform this Contract, nor will he make a reportable contribution during the term of this Contract, to any political party committee in the City of Linwood if a member of that political party is serving in an elective public office of the City of Linwood when the Contract is awarded, or to any candidate committee of any person serving in an elective public office of the City of Linwood when the Contract is awarded.

4. The term of this Agreement shall be for one (1) year commencing with the date hereof until December 31, 2019 or until such time as a successor shall be appointed.

\_\_\_\_\_  
RICHARD J. DEPAMPHILIS, III, MAYOR

  
\_\_\_\_\_  
CHAIRMAN, PLANNING BOARD

  
\_\_\_\_\_  
WILLIS F. FLOWER, ESQUIRE

ATTEST: \_\_\_\_\_  
LEIGH ANN NAPOLI, CLERK

# Memo

**To:** Mayor and Members of Council  
**From:** Anthony Strazzeri, CFO  
**CC:** Leigh Ann Napoli, RMC, CMR, MPA, City Clerk  
**Date:** 2-07-19  
**Re:** Availability of Funds-Planning Board Engineer

Pursuant to 40A: 4-57, I hereby certify that sufficient funds will be available under planning board operating budget. Funds will be encumbered to Polistina & Associates, LLC, 6684 Washington Ave, Egg Harbor Township, NJ 08234.

AGREEMENT

**THIS AGREEMENT**, made January 2019, by and between the **CITY OF LINWOOD PLANNING BOARD**, hereafter "Planning Board" and **VINCENT J. POLISTINA, PE, PP** of the firm Polistina & Associates, LLC, hereafter "Engineer", having a principal place of business at 6684 Washington Avenue, Egg Harbor Township, New Jersey 08234.

WITNESSETH:

**WHEREAS**, the City of Linwood Planning Board desires to hire a professional engineer;  
and

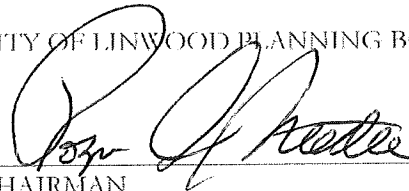
**WHEREAS**, Engineer desires to perform the duties required of the Planning Board  
Engineer;

1. This Agreement shall be for a one (1) year term commencing January 2019.
2. Engineer shall perform those engineering services assigned and authorized to him for the Planning Board, including project review, inspection and such advice and assistance to the Board and Board Members, and as may be required from time to time as prescribed by the laws of the State of New Jersey.
3. Engineer shall during the term of this Agreement devote his best efforts to advance the Planning Board's interests to the best of his ability and in accordance with the Code of Professional Responsibility of the National Society of Professional Engineers.
4. Engineer shall be remunerated for services rendered in accordance with the Schedule of Fees which is attached hereto and incorporated herein. The schedule of Fees shall be reviewed annually between the parties and approved by them.
5. The parties intend that professional services to be rendered by Engineer to the Planning Board may be undertaken by Engineer through any qualified Engineer who

is a partner, associate or agent in the firm of Polistina & Associates.

IN WITNESS WHEREOF, the parties have caused these presents to be signed by the municipal officials and the appropriate corporate seal affixed hereto and to have placed their hands and seals and year above written.

CITY OF LINWOOD PLANNING BOARD



CHAIRMAN

ATTEST:

\_\_\_\_\_

WITNESS:



VINCENT J. POLISTINA, PE, PP



**2019 Hourly Rate Schedule**

Polistina & Associates proposes to provide all professional engineering / planning / surveying services required under a reimbursable method of compensation. The following is a list of the disciplines and respective hourly rates. These rates will be maintained for the duration of the contract.

<b>Discipline</b>	<b>Hourly Rate</b>
Planning Board Engineer	\$115.00
Project Manager	\$95.00
Design Engineer	\$90.00
Engineering Aide	\$50.00
Design Draftsperson	\$60.00
Drafting Aide	\$50.00
Inspector	\$75.00
Clerical	No charge
Survey Crew	\$125.00

**RESOLUTION No. 54, 2019**

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 2018 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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

Linwood Volunteer fire CO #1

LINWOOD LOSAP REPORT FOR 2018

The following people made their one hundred points for losap for 2018

David Busby

Wayne Dilks

Demetrious Foster

Charles Kisby

Tim Poley

Martin Walley Sr.

Submitted Wayne Dilks

LOSAP committee, LVFCO #1

1/14/2019

**RESOLUTION No. 55, 2019**

A RESOLUTION APPROVING AN AMENDMENT TO RAFFLE LICENSE NO. 2019-04-A  
FOR MAINLAND YOUTH LACROSSE

**WHEREAS**, Mainland Youth Lacrosse was issued a Raffle License on November 14, 2018 by Resolution No. 206, 2018; and

**WHEREAS**, Mainland Youth Lacrosse has requested to amend said license changing the date of the Raffle from March 18, 2019 to April 15, 2019; and

**WHEREAS**, it is the desire of the Common Council to approve said amendment;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that the amendment to Raffle License No. 2019-04-A be and is hereby approved.

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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_



**RESOLUTION No. 56, 2019**

A RESOLUTION AWARDING THE CONTRACT TO CAPRI CONSTRUCTION COMPANY FOR  
THE BASEBALL BUILDING RENOVATIONS

**WHEREAS**, the City of Linwood received bids for the Baseball Building Renovations in the City of Linwood on Wednesday, February 13, 2019 at 10:00 a.m. prevailing time; and

**WHEREAS**, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Linwood that the Contract for the Baseball Building Renovations be and is hereby awarded to Capri Construction Company, 4266 Post Road, Vineland, New Jersey 08360 for the Base Bid amount of \$243,313.00 as set forth in the bid submitted, which is attached hereto and incorporated herein;

**BE IT FURTHER RESOLVED**, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Capri Construction Company in accordance with the terms and conditions set forth in the bid/proposal submitted;

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of 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 13th day of February, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 13th day of February, 2019.

\_\_\_\_\_  
LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

\_\_\_\_\_  
RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: \_\_\_\_\_

# Memo

**To:** Mayor and Members of Council  
**From:** Anthony Strazzeri, CFO  
**CC:** Leigh Ann Napoli, RMC, CMR, MPA, City Clerk  
**Date:** 2-13-19  
**Re:** Availability of Funds-Baseball Building Renovations

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$243,313.00 are available under the Capital Ordinance 4-18A Recreation Improvements. Funds will be encumbered to Capri Construction Company 4266 Post Road Vineland, NJ 08360.

Vincent J. Polistina, PE, PP, CME  
Craig R. Hurlless, PE, PP, CME  
Ronald N. Curcio, PE, PP



Civil / Municipal Engineering  
Site Plan and Subdivision Design  
Surveying  
Land Use Planning  
Water and Wastewater Design  
Environmental Consulting  
Inspection / Construction Management

February 13, 2019

Mr. Ralph Paolone, Council President and Council Members  
The City of Linwood  
400 Poplar Avenue  
Linwood, NJ 08221

**Re: Report of Bids  
Baseball Building Renovations - RE-BID - Contract No. 16  
Linwood, Atlantic County - PA No. 7500.69**

Dear President Paolone and Council Members:

On February 13<sup>th</sup>, 2019 at 10:00 A.M., sealed bids were received by The City of Linwood for the "Baseball Building Renovations - RE-BID" Contract No. 16. A total of two (2) contractors picked up bid documents during the bidding period and two (2) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidders Name	Total Bid
Capri Construction Company, Inc.	\$243,313.00
R. Maxwell Construction Co., Inc.	\$311,000.00

All of the bids have been checked for administrative completeness and math computations. The Engineer's Estimate for the bid was \$250,000.00. The lowest bid for the project submitted by Capri Construction Company, Inc. is approximately 3% below the Engineer's Estimate for the bid.

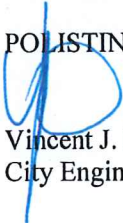
Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by Capri Construction Co., Inc. is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we would recommend awarding the Contract in the amount of \$243,313.00 to Capri Construction Co., Inc. of Vineland, New Jersey.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES

  
Vincent J. Polistina, PE, PP, CME  
City Engineer

6684 Washington Avenue, Egg Harbor Township, NJ 08234  
55 E. Jimmie Leeds Road, Galloway, NJ 08205  
Phone: 609.646.2950 Fax: 609.646.2949  
E-mail: polistinaassoc@comcast.net



**Bid Opening Minutes for  
Baseball Building Renovations – Re-Bid**  
February 13, 2019

Present: Vince Polistina, Polistina & Associates  
Leigh Ann Napoli, Municipal Clerk  
Representative from Maxwell Construction

Mr. Polistina called the bid opening to order at 10:00 a.m.

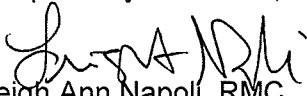
Mr. Polistina announced that two bids were received. He reviewed the paperwork and informed the meeting attendees that the bid packets were complete with a bid bond, surety letter, ownership disclosure, non-collusion affidavit and statement of responsibility. Mr. Polistina then read the bid amounts. The bid results are as follows:

<u>Contractor</u>	<u>Address</u>	<u>Bid Amount</u>
Capri Construction Company	4266 Post Road Vineland, NJ 08360	\$243,313.00
R. Maxwell Construction	206 W. Delilah Rd Pleasantville, NJ 08232	\$311,000.00

Mr. Polistina noted that all paper work appears to be in order and that the bids will be submitted to the City Solicitor for review. City Council could choose to accept or reject any bid.

Mr. Polistina called the meeting to close at 10:04 a.m.

Respectfully submitted,

  
Leigh Ann Napoli, RMC  
Municipal Clerk

PROPOSAL  
to the  
CITY OF LINWOOD  
ATLANTIC COUNTY, NEW JERSEY

Baseball Building Renovation  
CONTRACT NO. 16 - RE - BID

Item 1 MOBILIZATION & PERMITS

1 LUMP SUM @ \$ 7,000.00

\$ 7,000.00

Seven thousand dollars

(Write Unit Price)

Item 2 REPLACE FLOOR JOISTS (IF & WHERE DIRECTED)

400 LF @ \$ 6.00

\$ 2,400.00

Six dollars

(Write Unit Price)

Item 3 RENOVATION WORK

1 LUMP SUM @ \$ 233,913.00

\$ 233,913.00

Two hundred thirty three thousand nine hundred thirteen dollars

(Write Unit Price)

**TOTAL BASE BID (Items 1 through Item 3)**

**THE TOTAL PRICE OF:**

\$243,313.00

Two hundred forty three thousand three hundred thirteen dollars

(Write Total Price in Words and Numbers)