

LINWOOD COMMON COUNCIL
CAUCUS AGENDA
March 26, 2025
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 Matik _____ Mrs. Albright _____ Mrs. DeDomenicis _____
 Mr. Kelly _____ Mr. Levinson _____ Mr. Michael _____
 Mr. Walcoff _____ Mr. Ford _____

- Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____

2. Approval of Minutes Without Formal Reading

3. Mayor's Report

4. Councilwoman Albright
 - A. Planning, Engineering, & Development
 1. Resolution to adopt Procedures for Administration and Inspection of Federal Aid Highway Projects

5. Councilwoman DeDomenicis

6. Councilman Kelly
 - A. Neighborhood Services

7. Councilman Levinson
 - A. Revenue & Finance
 1. Resolution authorizing a Temporary Budget for 2025
 2. Ordinance to exceed Municipal Budget Appropriations limits and establish a CAP Bank – first reading
 3. Bond Ordinance – first reading
 4. 2025 Budget introduction

8. Councilman Michael
 - A. Public Safety

9. Councilman Walcoff
 - A. Public Works
 1. Resolution authorizing the Mayor and City Clerk to execute an Agreement with Hoffman's Exterminating Co., Inc.

10. Council President Ford
 - A. Administration
 1. Resolutions authorizing Raffle Licenses to CASA

11. Solicitor's Report

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
March 26, 2025**

CALL TO ORDER

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

FLAG SALUTE: Councilman Adam Walcoff

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

ORDINANCES

03-2025

A BOND ORDINANCE APPROPRIATING NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500) AND AUTHORIZING THE ISSUANCE OF EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR VARIOUS GENERAL CAPITAL IMPROVEMENTS AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY.

FIRST READING:

March 26, 2025

PUBLICATION:

April 3, 2025

FINAL READING:

April 23, 2025

PUBLICATION WITH STATEMENT:

May 1, 2025

04-2025

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK.

FIRST READING:

March 26, 2025

PUBLICATION:

April 3, 2025

PASSAGE:

April 23, 2025

RESOLUTIONS

75-2025

A Resolution approving the Temporary Budget for 2025

80-2025

A Resolution introducing the 2025 Municipal Budget

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.

76-2025

A Resolution authorizing the Mayor and City Clerk to execute an Agreement with Hoffman's Exterminating Co., Inc.

77-2025

A Resolution to adopt Procedures for Administration and Inspection of Federal Aid Highway Projects

78-2025

A Resolution authorizing the issuance of a Raffle License, #2025-11, to Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties

79-2025

A Resolution authorizing the issuance of a Raffle License, #2025-12, to Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties

APPROVAL OF BILL LIST: \$

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

ORDINANCE NO. 3 - 2025

A BOND ORDINANCE APPROPRIATING NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500) AND AUTHORIZING THE ISSUANCE OF EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR VARIOUS GENERAL CAPITAL IMPROVEMENTS AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

Section 1. Appropriation for Projects-Down Payment.

The general improvements described in Section 3 of this bond ordinance are hereby authorized as general improvements to be made or acquired by the City of Linwood, in the County of Atlantic, New Jersey (the "City"). For the said improvements or purposes stated in Section 3, there are hereby appropriated the sums of money therein stated as the apportionments made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500), including the aggregate sum of FORTY-SIX THOUSAND EIGHT HUNDRED SEVENTY-FIVE DOLLARS (\$46,875) as the down payment for said improvements as required pursuant to N.J.S.A. 40A:2-11 and more particularly described in Section 3 and now available by virtue of provision in a previously adopted budget or budgets of the City for down payments for capital improvement purposes, and including also monies received or expected to be received from the United States of America, the State of New Jersey or the County of Atlantic, or agencies thereof, as grants in aid of financing said improvements or purposes.

Section 2. Authorization of Bonds.

For the financing of said improvements or purposes and to meet the part of said NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500) in appropriations not provided for by application hereunder of said down payment, negotiable bonds of the City are hereby authorized to be issued in the principal amount of EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) pursuant to the Local Bond Law of New Jersey (the "**Local Bond Law**"). In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the City in a principal amount not exceeding EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. Description of Projects.

The improvements are hereby authorized and the purposes for financing of which said obligation is to be issued, the appropriations made for and estimated costs of such purposes, and the estimated maximum amount of bonds or notes to be issued for such purposes, are follows:

IMPROVEMENTS OR PURPOSES	APPROPRIATION AND ESTIMATED COST	ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES
(a) Various Improvements to Municipal Recreation Areas, including without limitation the athletic fields, and including the costs of surveying, construction planning, architectural, engineering, preparation of plans and specifications, permits, bid documents and construction inspection and administration.	\$55,000	\$52,250
(b) Various Municipal Roadway Improvements, including milling and overlay, paving and curbs, such new		

<p>roadway pavement to be at least equal in useful life or durability to a road of Class B construction, as referred to in Section 40A:2-22 of the Local Bond Law, together with the construction or reconstruction of drainage facilities, pavement preparation, pavement construction or reconstruction, asphalt concrete resurfacing, driveway, curb, sidewalk and shoulder restoration, handicapped accessible curb ramps, and all other necessary or desirable structures, appurtenances and work or materials, all as shown on and in accordance with the plans and specifications therefore on file in the office of the City Clerk and hereby approved, including the costs of surveying, construction planning, engineering, preparation of plans and specifications, permits, bid documents and construction inspection and administration.</p>	\$235,000	\$223,250
<p>(c) Purchase of First Responder Vehicle and Equipment for Fire Department.</p>	\$115,000	\$109,250
<p>(d) Various Improvements to Municipal Building and Grounds, and including the costs of surveying, construction planning, architectural, engineering, preparation of plans and specifications, permits, bid documents and construction inspection and administration.</p>	\$347,500	\$330,125
<p>(e) Construction of Various Improvements to the Municipal Sanitary Sewer System, including the costs of surveying, construction planning, architectural, engineering, preparation of plans and specifications, permits, bid documents and construction inspection and administration.</p>	<u>\$185,000</u>	<u>\$175,750</u>
<p>TOTAL</p>	<u>\$937,500</u>	<u>\$890,625</u>

The excess of the appropriations made for the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payments for said purposes.

Section 4. Authorization of Notes.

In anticipation of the issuance of said bonds and to temporarily finance said improvements, negotiable notes of the City in a principal amount equal to the said principal of bonds not exceeding EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) are hereby authorized to be issued pursuant to the limitations prescribed by the Local Bond Law. All such note(s) shall mature at such time as may be determined by the Chief Financial Officer or such other financial officer designated by Resolution for this purpose (both being hereinafter referred to in this Section as Chief Financial Officer); provided that no note shall mature later than one (1) year from its issue date. Such note(s) shall bear interest at a rate or rates and shall be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with any note(s) issued pursuant to this Ordinance, and the signature of the Chief Financial Officer upon such note(s) shall be conclusive evidence as to all such determinations. The Chief Financial Officer is hereby authorized to sell the note(s) from time to time at public or private sale in such amounts as the Chief Financial Officer may determine and not less than par, and to deliver the same from time to time to the purchasers thereof upon receipt of the purchase price plus accrued interest from their dates to the date of delivery thereof as payment thereof. Such Chief Financial Officer is authorized and directed to report in writing to the Mayor and the Council of the City at the meeting next succeeding the date when any sale or delivery of the note(s) pursuant to this Ordinance is made. Such report shall include the amount, the description, the interest rate,

the maturity schedule of the note(s) sold, price obtained and the name of the purchaser. All note(s) issued hereunder may be renewed from time to time for periods not exceeding one (1) year for the time period specified in and in accordance with the provisions and limitations of N.J.S.A. 40A:2-8(a) of the Local Bond Law.

The Chief Financial Officer is further directed to determine all matters in connection with said note or notes and not determined by this Ordinance. The signature of the Chief Financial Officer upon said note(s) shall be conclusive evidence of such determination.

Section 5. Capital Budget.

The capital budget of the City of Linwood is hereby amended to conform with the provisions of this bond ordinance. The resolution in the form promulgated by the Local Finance Board showing full detail of the capital budget and capital program is on the file with the Clerk and is available there for public inspection.

Section 6. Additional Matters.

The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and are properties or improvements which the City may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of the Local Bond Law and taking into consideration the respective amounts of said obligations authorized for said purposes, according to the reasonable life thereof computed from the date of said bonds authorized by this bond ordinance, is **18.68 years.**

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the office of the City Clerk and a complete duplicate thereof has been electronically filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the City as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625), and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by the Local Bond Law.

(d) Amounts not exceeding FIFTY THOUSAND DOLLARS (\$50,000) in the aggregate for interest on said obligations, costs of issuing said obligations, engineering and inspection costs, legal expenses, a reasonable proportion of the compensation and expenses of employees of the City in connection with the construction or acquisition of improvements and properties as authorized herein, and other items of expense listed in and permitted under Section 40A:2-20 of the Local Bond Law have been included as part of the cost of said improvements and are included in the foregoing estimate thereof.

Section 7. Ratification of Prior Actions.

Any actions taken by any officials of the City in connection with the improvements described in Section 3 hereof are hereby ratified and confirmed notwithstanding that such actions may have been taken prior to the effective date of this bond ordinance and shall be deemed to have been taken pursuant to this bond ordinance.

Section 8. Application of Grants.

Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the

obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. Full Faith and Credit.

The full faith and credit of the City are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the City, and the City shall be obligated to levy *ad valorem* taxes upon all the taxable property within the City for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 10. Official Intent to Reimburse Expenditures.

The City reasonably expects to reimburse any expenditures towards the costs of the improvements or purposes described in Section 3 of this Bond Ordinance and paid prior to the issuance of any bonds or notes authorized by this Bond Ordinance with the proceeds of such bonds or notes. No funds from sources other than the bonds or notes authorized herein has been or is reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside by the City, or any member of the same "control group" as the City, within the meaning of Treasury Regulations Section 1.150-1(f), pursuant to their budget or financial policies with respect to any expenditures to be reimbursed. This Section is intended to be and hereby is a declaration of the City's official intent to reimburse any expenditures towards the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulations Section 1.103-18, and no action (or inaction) will be an artifice or device in accordance with Treasury Regulation Section yield restrictions or arbitrage rebate requirements.

Section 11. Effective Date.

This bond ordinance shall take effect twenty (20) days after the first publication of a summary thereof after final adoption, as provided by the Local Bond Law.

DARREN MATIK, MAYOR

LEIGH ANN NAPOLI, RMC
MUNICIPAL CLERK

FIRST READING:	March 26, 2025
PUBLICATION:	April 3, 2025
FINAL READING:	April 23, 2025
PUBLICATION WITH STATEMENT:	May 1, 2025

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The Bond Ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the City of Linwood, in the County of Atlantic, State of New Jersey, held on March 12, 2025, at the Linwood City Hall. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held on April 23, 2025, at 6:00 o'clock p.m. at the Linwood City Hall. During the week prior to and up to and including the date of such meeting, copies of the full ordinance will be available at no cost and during regular business hours, at the Clerk's office located in the City Hall, 400 Poplar Avenue, Linwood, New Jersey for the members of the general public who shall request the same. The summary of the terms of such Bond Ordinance follows:

Title: "BOND ORDINANCE APPROPRIATING NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500) AND AUTHORIZING THE ISSUANCE OF EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR VARIOUS GENERAL CAPITAL IMPROVEMENTS AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY"

Purposes: Various Improvements to Municipal Recreation Areas, Various Municipal Roadway Improvements, Purchase of First Responder Vehicle and Various Equipment for Fire Department, Various Improvements to Municipal Building and Grounds and Construction of Various Improvements to the Municipal Sanitary Sewer System.

Appropriation: \$937,500
Bonds/Notes Authorized: \$890,625
Grants (if any) Appropriated: None
Section 20 Costs: \$50,000
Useful Life: 18.68 years

LEIGH ANN NAPOLI, RMC,
MUNICIPAL CLERK

This Notice is published pursuant to N.J.S.A. 40A:2-17.

BOND ORDINANCE STATEMENTS AND SUMMARY

The Bond Ordinance, the summary terms of which are included herein, has been finally adopted by the City of Linwood, in the County of Atlantic, State of New Jersey on April 23, 2025, and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such Bond Ordinance follows:

Title: "BOND ORDINANCE APPROPRIATING NINE HUNDRED THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$937,500) AND AUTHORIZING THE ISSUANCE OF EIGHT HUNDRED NINETY THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS (\$890,625) IN BONDS OR NOTES OF THE CITY OF LINWOOD FOR VARIOUS GENERAL CAPITAL IMPROVEMENTS AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF LINWOOD, IN THE COUNTY OF ATLANTIC, NEW JERSEY"

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Appropriation: \$937,500
Bonds/Notes Authorized: \$890,625
Grants (if any) Appropriated: None
Section 20 Costs: \$50,000
Useful Life: 18.68 years

LEIGH ANN NAPOLI, RMC
MUNICIPAL CLERK

This Notice is published pursuant to N.J.S.A. 40A:2-17.

ORDINANCE NO. 4, 2025

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40:A:4-45.1., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Common Council of the City of Linwood in the County of Atlantic finds it advisable and necessary to increase its CY 2025 budget up to 3.5% over the previous year's final appropriations, in the interest of promoting health, safety and welfare of the citizens; and,

WHEREAS, the Common Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$342,373.87 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Common Council hereby determines that any amount authorized hereinabove that is not appropriated, as part of the final budget shall be retained as an exception to final appropriating in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Common Council of the City of Linwood, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2025 budget year, the final appropriations of the City of Linwood shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5% amounting to \$342,373.87, and that the CY 2025 municipal budget for the City of Linwood be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the

Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

FIRST READING: March 26, 2025
PUBLICATION: April 3, 2025
PASSAGE: April 23, 2025

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 March 26, 2025 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on April 23, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

RESOLUTION No. 75, 2025

A RESOLUTION APPROVING THE TEMPORARY BUDGET FOR 2025

WHEREAS, N.J.S.A. 40A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2025 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first ninety days of January, 2025; and

WHEREAS, the total appropriations in the 2024 Budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund, is the sum of \$12,161,370.74; and

WHEREAS, the total appropriations so made will not exceed the total appropriations in the 2024 Budget, exclusive of any appropriations made for interest on debt redemption charges and capital improvement fund in said 2024 Budget.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

TEMPORARY APPROPRIATIONS - 2025

Administrative & Executive	
Other Expenses	1,890.00
Mayor & Council	
Salaries & Wages	34,616.00
Municipal Clerk	
Salaries & Wages	91,472.00
Other Expenses	34,336.00
Elections	
Other Expenses	5,776.00
Financial Administration	
Salaries & Wages	44,966.00
Other Expenses	19,426.00
Annual Audit	
Other Expenses	16,800.00
Assessment of Taxes	
Salaries & Wages	19,298.00
Other Expenses	18,138.00
Collection of Taxes	
Salaries & Wages	46,988.00
Other Expenses	7,744.00
Legal Services & Costs	
Other Expenses	52,500.00
Engineering Services & Costs	
Other Expenses	15,750.00
Public Building & Grounds	
Other Expenses	204,146.00

Municipal Land Use Law (NJSA 40A:55D-1)	
Planning Board	
Salaries & Wages	5,404.00
Other Expenses	18,376.00
Shade Tree	
Other Expenses	210.00
Insurance Premiums	
Group Insurance for Employees	831,804.00
Other Insurance Premiums	81,848.00
Workmen's Compensation Insurance	154,722.00
Uniform Fire Safety Act	
Salaries & Wages	9,000.00
Other Expenses	4,954.00
Fire	
Salaries & Wages	214,200.00
Other Expenses	54,508.00
Aid to Volunteer Fire Companies	
Operation & Maintenance	36,750.00
Police	
Salaries & Wages	1,142,990.00
Other Expenses	95,812.00
Emergency Management Services	
Salaries & Wages	570.00
Other Expenses	10,500.00
Road Repairs & Maintenance	
Salaries & Wage	272,316.00
Other Expenses	97,808.00
Sewer System	
Other Expenses	
Finance & Administration	4,318.00
Operation & Maintenance	13,126.00
Landfill - Tipping Fees	270,376.00
Sanitation	149,544.00
Municipal Services Act	15,248.00
Dog Warden	
Contractual	5,198.00
Other Expenses	
Recreation Services	
Salaries & Wages	8,414.00
Other Expenses	16,722.00
Historian	
Other Expenses	262.00
State Uniform Construction Code	
Construction Code Official	
Salaries & Wages	86,590.00
Other Expenses	7,770.00
Utilities	
Gasoline	36,750.00
Electric	64,576.00
Telephone & Telegraph	31,500.00
Natural Gas	23,626.00
Street Lighting	86,626.00
Fire Hydrant Services	48,300.00
Water & Sewer	4,988.00

Accumulated Leave	1.00
Contingent	262.00
Public Employees' Retirement System inside cap	222,924.00
Police & Firemen's Retirement System inside cap	728,646.00
Social Security	139,526.00
Defined Contribution Retirement Plan	3,938.00
Unemployment Compensation Insurance	7,876.00
Maintenance of Free Public Library	
Other Expenses	212,112.00
Atlantic County Sewerage Authority	
Share of Costs	303,778.00
City of Northfield's Share of Sewer Rents	6,048.00
NJPDES Stormwater Permit Streets & Roads	2,100.00
NJPDES Stormwater Permit Landfill Tipping	525.00
NJPDES Stormwater Permit Municipal Clerk	262.00
Dispatch Shared Services	216,118.00
Capital Improvement Fund	46,875.00
Sewer System Services	102,900.00
Court Shared Services	46,722.00
Municipal Alliance Grant	3,928.00
 Total	 6,563,723.00

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Reorganization Meeting of the City Council of Linwood, held this 26th day of March, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 26th day of March, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 76, 2025

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH HOFFMAN'S EXTERMINATING CO., INC.

WHEREAS, quotes have been received with regard to pest control services in the City of Linwood; and

WHEREAS, all quotes have been 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 a Contract is awarded to Hoffman's Exterminating Co., Inc. for a two-year period commencing on April 1, 2025 and expiring on April 1, 2027 in the amount of \$6,398.00 with regard to pest control services in the City of Linwood.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby duly authorized, empowered and directed to execute an Agreement on behalf of the City of Linwood with Hoffman's Exterminating Co., Inc..

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 26th day of March, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 26th day of March, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 03-24-2025
Re: Availability of Funds-Pest Control 2025-2026

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$6,398.00 are available under the 2025-2026 Buildings and Grounds Other Expenses Budget. Funds will be encumbered to Hoffman's Exterminating Co. Inc. 532 Bridgeton Pike Mantua, NJ 08051.



Prepared Expressly for:

City of Linwood



Prepared By | Date

Victor Hernandez – June 20, 2024

Title | Office

Operations Manager – Northfield, NJ

Phone

609-233-2851

Email

vhernandez@hoffmanpest.com

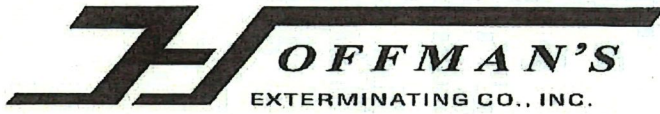


Regular Service

Regular Service Pests Covered: Ants (non-carpenter ants), Roaches, Mice, Rats, Wasp Nests (attached to buildings under 15ft from ground), Spiders

Cost Breakdown

<u>Facility</u>	<u>Monthly Cost</u>	<u>Yearly Cost</u>
Public Works	\$50.00	\$600.00
City Hall/Police Dept (Includes Field Shed)	\$55.00	\$660.00
Library	\$35.00	\$420.00
Fire Dept./Historical Soc.	\$42.00	\$504.00
Soccer/Little League Bldgs.	\$36.00	\$432.00
Total	\$218.00	\$2,616.00



Prepared Expressly for:

City of Linwood



Prepared By | Date

Victor Hernandez – June 20, 2024

Title | Office

Operations Manager – Northfield, NJ

Phone

609-233-2851

Email

vhernandez@hoffmanpest.com



Termite Service to Historical Soc Building

Always Active: Our stations have active termiticide. We would be inspecting stations and replacing baits 2x a year.

Cost Breakdown

We can breakdown payment on a monthly basis or yearly basis

<u>Service</u>	<u>1st Month</u>	<u>Monthly</u>
Monthly	\$ 499.99	\$ 29.00
OR		
Yearly	1 st Year \$ 818.00	Yearly Renewal \$ 348.00

RESOLUTION No. 77, 2025

A RESOLUTION TO ADOPT PROCEDURE FOR ADMINISTRATION AND INSPECTION OF
FEDERAL AID HIGHWAY PROJECTS

WHEREAS, the Federal Highway Administration (FHWA) provides opportunities for Local Public Agencies (LPA), such as The City of Linwood, to receive Federal Aid Highway Program (FAHP or federal-aid) funds through New Jersey Department of Transportation (NJDOT); and

WHEREAS, the City of Linwood is presently the recipient of federal-aid funds through a project awarded under the NJDOT Safe Routes to Schools Program (SRTS) for the City of Linwood Pedestrian Improvements project - 2024 SRTS; and

WHEREAS, the City of Linwood as an LPA, is responsible for administering federal-aid funded projects in compliance with all federal-aid requirements established by the FHWA; and

WHEREAS, the NJDOT, through its Stewardship Agreement with FHWA, is responsible for ensuring that The City of Linwood is adequately staffed and suitably equipped to undertake federal-aid projects, and ensure that federal requirements are met; and

WHEREAS, the City of Linwood, as required by the NJDOT, has developed a Policy outlining the required procedures for the Administration of Federally Funded Transportation Projects administered through the NJDOT;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, State of New Jersey, that the City of Linwood adopts the policy entitled, "The City of Linwood Procedure for Administration and Inspection of federal Aid Highway Projects" dated April 2024.

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 26th day of March, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 26th day of March, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 78, 2025

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2025-11, TO COURT APPOINTED SPECIAL ADVOCATES (CASA) FOR CHILDREN OF ATLANTIC, CAPE MAY AND CAMDEN COUNTIES

WHEREAS, Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties has applied for a Raffle License to conduct games on June 9, 2025; and

WHEREAS, Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden 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 (CASA) for Children of Atlantic, Cape May and Camden 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 26th day of March, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 26th day of March, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____



New Jersey Office of the Attorney General
 Division of Consumer Affairs
 Legalized Games of Chance Control Commission
 124 Halsey Street, 6th Floor, P.O. Box 46000
 Newark, New Jersey 07101
 (973) 273-8000

Application for a Raffle License

Application No. RA 2025-11
 Identification No. 458-5-40342

Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.

Please print clearly.

Name of municipality: _____ Linwood _____

Part A - General

1. Name of applying organization: Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties
- 2a. Street address of headquarters: 321 Shore Road, Somers Point, NJ 08244
- b. Mailing address (if different): _____
3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>June 9, 2025</u>	<u>12PM - 6PM</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 4a. Address of place where raffles will be played: Linwood Country Club, 500 Shore Road, Linwood, NJ 08221
- b. Does the applicant own the premises or regularly occupy them for its general purposes? Yes No +
5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose
<u>Tear-off Raffle Ticket Roll</u>	<u>Staples, 9 Bethel Road, Somers Point NJ 08244</u>	<u>To purchase tickets</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Part I - Statement of Applicant and member(s) in charge

State of New Jersey

County of Atlantic

} ss.

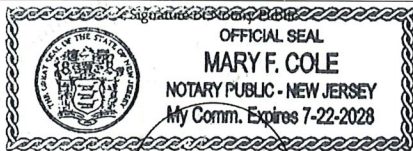
We do hereby each make the following statement, under oath, with respect to the foregoing application:

1. The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Raffles Licensing Law.
2. Prior to the issuance of any license to it to conduct games of chance, the applicant was actively engaged in serving one or more "authorized purposes."
3. The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
4. The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
5. For each occasion for which a license is sought, one or more of the members listed who are familiar with the Raffles Licensing Law and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
6. No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games, except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, as well as the compensation for the Licensed Compensated Workers pursuant to N.J.A.C. 13:47-6A. No prize may be offered and given in cash, except as otherwise provided by the Raffles Licensing Law (N.J.S.A. 5:8-50 et seq.). If a cash prize under certain circumstances is permitted by the law, the amount of the cash prize may not exceed the limits prescribed by the Raffles Licensing Law.
7. All statements in the foregoing application are true.

Sworn and subscribed to before me this

12 day of March, 2025.

[Signature]
Notary Public (Print name)



AFFIX SEAL HERE

[Signature]
Signature of Officer and Title

[Signature]
Signature of Member-in-Charge

Signature of Member-in-Charge

Signature of Member-in-Charge

Signature of Member-in-Charge

If more space is needed in any section of this application, insert extra sheets of paper.

Applicant's registration slip from the *Legalized Games of Chance Control Commission* must be presented to the Municipal Clerk with this application.

Pursuant to ~~N.J.S.A.~~ 5:8-6, a Legalized Games of Chance Control Commission Registration is hereby issued to:

Effective date: 01/30/2024

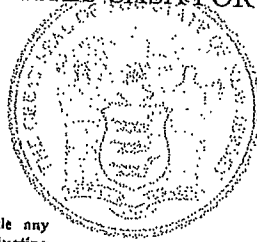
Expiration date: 01/30/2026

Registration identification: 458-5-40342

COURT APPOINTED SPECIAL ADVOCATES CASA FOR CHILDREN OF ATLANTIC CAPE MAY AND
& CAMDEN COUNTIES

321 SHORE AVE

SOMERS POINT, NJ 08244



New Jersey Office of the Attorney General

Division of Consumer Affairs

Legalized Games of Chance Control Commission
Registration

Neither registration nor the assignment of an identification number shall entitle any organization to hold, operate or conduct, or assist in the holding, operating or conducting of, any game or games of chance without the approval of the issuing authority of the municipality in which the game or games are to be held, operated or conducted.

Name of organization on application and license must be the same as it appears on this registration. This Registration Certificate may only be utilized by the above-named organization.

Mail to: COURT APPOINTED SPECIAL ADVOCATES CASA FOR
CHILDREN OF ATLANTIC CAPE MAY AND & CAMDEN COUNTIES

321 SHORE AVE

SOMERS POINT, NJ 08244

Attn:

A handwritten signature in black ink, appearing to read "E. Barrett".

Edward F. Barrett, Secretary

Legalized Games of Chance Control Commission

RESOLUTION No. 79, 2025

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2025-12, TO COURT APPOINTED SPECIAL ADVOCATES (CASA) FOR CHILDREN OF ATLANTIC, CAPE MAY AND CAMDEN COUNTIES

WHEREAS, Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties has applied for a Raffle License to conduct games on June 9, 2025; and

WHEREAS, Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden 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 (CASA) for Children of Atlantic, Cape May and Camden 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 26th day of March, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 26th day of March, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____



New Jersey Office of the Attorney General
 Division of Consumer Affairs
 Legalized Games of Chance Control Commission
 124 Halsey Street, 6th Floor, P.O. Box 46000
 Newark, New Jersey 07101
 (973) 273-8000

Application No. RA 2025-12
 Identification No. 458-5-40342

Application for a Raffle License

Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.

Please print clearly.

Name of municipality: _____ Linwood _____

Part A - General

1. Name of applying organization: Court Appointed Special Advocates (CASA) for Children of Atlantic, Cape May and Camden Counties
- 2a. Street address of headquarters: _____ 321 Shore Road, Somers Point, NJ 08244 _____
- b. Mailing address (if different): _____

3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>June 9, 2025</u>	<u>6:30-9:00PM</u>	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 4a. Address of place where raffles will be played: Linwood Country Club, 500 Shore Road, Linwood NJ 08221
- b. Does the applicant own the premises or regularly occupy them for its general purposes? Yes No +
5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose
<u>Tear-off Raffle Ticket Sheet</u>	<u>Staples, 9 Bethel Road, Somers Point NJ 08244</u>	<u>To purchase tickets</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Part I - Statement of Applicant and member(s) in charge

State of New Jersey
County of Atlantic } ss.

We do hereby each make the following statement, under oath, with respect to the foregoing application:

1. The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Raffles Licensing Law.
2. Prior to the issuance of any license to it to conduct games of chance, the applicant was actively engaged in serving one or more "authorized purposes."
3. The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
4. The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
5. For each occasion for which a license is sought, one or more of the members listed who are familiar with the Raffles Licensing Law and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
6. No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games, except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, as well as the compensation for the Licensed Compensated Workers pursuant to N.J.A.C. 13:47-6A. No prize may be offered and given in cash, except as otherwise provided by the Raffles Licensing Law (N.J.S.A. 5:8-50 et seq.). If a cash prize under certain circumstances is permitted by the law, the amount of the cash prize may not exceed the limits prescribed by the Raffles Licensing Law.
7. All statements in the foregoing application are true.

Sworn and subscribed to before me this

20th day of March, 2025

Silvia Washington
Notary Public (Print name)

[Signature]
Signature of Notary Public

[Signature]
Signature of Officer and Title

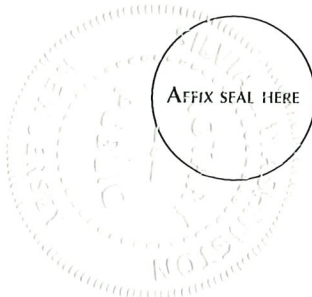
[Signature]
Signature of Member-in-Charge

Signature of Member-in-Charge

Signature of Member-in-Charge

Signature of Member-in-Charge

SILVIA L. WASHINGTON
Notary Public, State of New Jersey
My Commission Expires 04/21/2027



If more space is needed in any section of this application, insert extra sheets of paper.

Applicant's registration slip from the *Legalized Games of Chance Control Commission* must be presented to the Municipal Clerk with this application.

Pursuant to N.J.S.A. 5:8-6, a Legalized Games of Chance Control Commission Registration is hereby issued to:

Effective date: 01/30/2024

Expiration date: 01/30/2026

Registration identification: 458-5-40342

COURT APPOINTED SPECIAL ADVOCATES CASA FOR CHILDREN OF ATLANTIC CAPE MAY AND
& CAMDEN COUNTIES
321 SHORE AVE
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New Jersey Office of the Attorney General
Division of Consumer Affairs
Legalized Games of Chance Control Commission
Registration

Neither registration nor the assignment of an identification number shall entitle any organization to hold, operate or conduct, or assist in the holding, operating or conducting of, any game or games of chance without the approval of the issuing authority of the municipality in which the game or games are to be held, operated or conducted.

Name of organization on application and license must be the same as it appears on this registration. This Registration Certificate may only be utilized by the above-named organization.

Mail to: COURT APPOINTED SPECIAL ADVOCATES CASA FOR
CHILDREN OF ATLANTIC CAPE MAY AND & CAMDEN COUNTIES
321 SHORE AVE
SOMERS POINT, NJ 08244
Attn:

A handwritten signature in black ink, appearing to read "E. Barrett".

Edward F. Barrett, Secretary
Legalized Games of Chance Control Commission