

LINWOOD COMMON COUNCIL

CAUCUS AGENDA

October 22, 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 _____ Mr. Kelly _____
 Mr. Levinson _____ Mr. Michael _____ Mr. Salerno _____
 Mr. Walcott _____ Mr. Ford _____

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

2. Approval of Minutes Without Formal Reading

3. Mayor's Report
 A. Park & field signage

4. Councilwoman Albright
 A. Planning, Engineering, & Development

5. Councilman Kelly
 A. Neighborhood Services

6. Councilman Levinson
 A. Revenue & Finance
 1. Resolution authorizing a refund of a disabled veteran tax payment
 2. Ordinance amending Salary Ordinance for Per Diem Inspectors in the Construction Office – final reading

7. Councilman Michael
 A. Public Safety

8. Councilman Walcott
 A. Public Works

9. Council President Ford
 A. Administration
 1. Resolution authorizing Raffle License for Hope Exists Foundation
 2. Resolution authorizing entering into a Shared Services Agreement with Atlantic County for Highway Digital Message Boards and Electronic Speed Feedback Signs

10. Solicitor's Report

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
October 22, 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 Todd Michael

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

ORDINANCE

10 OF 2025 AN ORDINANCE AMENDING ORDINANCE NO. 2 OF 2025, AN ORDINANCE PROVIDING FOR AND ESTABLISHING SALARIES, COMPENSATIONS 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:

October 8, 2025

PUBLICATION:

October 14, 2025

PASSAGE:

October 22, 2025

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.

168-2025	A Resolution authorizing the issuance of a Raffle License, #2025-16, to Hope Exists Foundation Inc.
169-2025	A Resolution authorizing the refund of a Disabled Veteran Tax Payments for Block 148 Lot 14.16 located at 7 Evergreen Road in the City of Linwood
170-2025	A Resolution authorizing entering into a Shared Services Agreement with Atlantic County for Highway Digital Message Boards and Electronic Speed Feedback Signs

APPROVAL OF BILL LIST: \$

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

ORDINANCE NO. 10, 2025

AN ORDINANCE AMENDING ORDINANCE NO. 2 OF 2025,
AN ORDINANCE PROVIDING FOR AND ESTABLISHING
SALARIES, COMPENSATIONS 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: Section 1 of Ordinance No. 2 of 2025 is hereby amended to add the
following:

<u>PART TIME PER DIEM</u>	<u>RANGE</u>
Building Inspector	\$150.00 to \$300.00
Electrical Inspector	\$150.00 to \$300.00
Fire Inspector	\$150.00 to \$300.00
Plumbing Inspector	\$150.00 to \$300.00

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>October 8, 2025</i>
<i>PUBLICATION:</i>	<i>October 14, 2025</i>
<i>PASSAGE:</i>	<i>October 22, 2025</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, October 8, 2025 and will be further
considered for final passage after a public hearing thereon at a meeting of said Common Council on
October 22, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

RESOLUTION No. 168, 2025

A RESOLUTION AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE, #2025-16, TO
HOPE EXISTS FOUNDATION INC

WHEREAS, Hope Exists Foundation Inc has applied for a Raffle License to conduct games on October 30, 2025; and

WHEREAS, Hope Exists Foundation Inc 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 125-5-43775;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that a Raffle License be issued to Hope Exists Foundation Inc and that the Clerk be authorized to sign any documentation deemed necessary or useful.

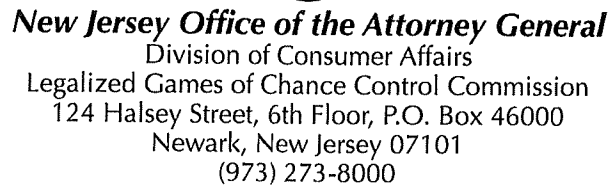
I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 22nd day of October, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22nd day of October, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____



Application No. RA 2025-16
Identification No. 125-5-43775

Name of municipality: City of Lincoln

Part A - General

1. Name of applying organization: Hope Exists Foundation
- 2a. Street address of headquarters: SOS Hamilton AVE STE 204C
- 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).

[illegible]

- 4a. Address of place where raffles will be played: 500 Shore Rd Linwood
- 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:

[illegible]

Part C - Schedule of Purposes

1. The specific purpose(s) to which the entire net proceeds of the games listed in this application are to be devoted, and the manner in which they are to be so devoted, are:

To benefit the Hye Exits Foundation

2. If any part of the net proceeds are to be devoted to a purpose allowed by the Raffles Licensing Law by turning the same over to another organization which is exclusively devoted to such purposes, secure the signature of its president or other executive officer to the following certificate:

"It is hereby certified that _____
Name of organization

will accept from the licensee any part of the net proceeds of the games listed in this application to be turned over to it."

Date: _____

Signature: _____

Part D - Schedule of Prizes

A description of all prizes to be offered and given in all of the games listed in this application is as follows. For merchandise, describe the article and state the retail value; if prizes are to be donated, indicate that fact and estimate as accurately as possible the information requested below.

Description of Prize

Donated (Yes or No)

Retail value

50% of the proceeds collected

☒ Yes ☐ No

400.00

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

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

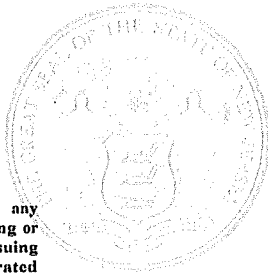
Pursuant to N.J.S.A. 5:8-6, a Legalized Games of Chance Control Commission Registration is hereby issued to:

Effective date: 04/22/2024

Expiration date: 04/22/2026

Registration identification: 125-5-43775

HOPE EXITS FOUNDATION INC
505 HAMILTON AVE UNIT 204C
LINWOOD, NJ 08221



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: HOPE EXITS FOUNDATION INC
505 HAMILTON AVE UNIT 204C
LINWOOD, NJ 08221
Attn: Names Change

A handwritten signature in black ink that reads "Karin K. Sage".

Karin K. Sage, Secretary
Legalized Games of Chance Control
Commission

RESOLUTION No. 169, 2025

A RESOLUTION AUTHORIZING THE REFUND OF A DISABLED VETERAN TAX PAYMENTS
FOR BLOCK 148 LOT 14.16 LOCATED AT 7 EVERGREEN ROAD IN THE CITY OF
LINWOOD

WHEREAS, WINWARD P & STEPHANIE C GRIFFIN are the owners of Block
148 Lot 14.16 located at 7 EVERGREEN ROAD in the taxing district of
the City of Linwood; and

WHEREAS, STEPHANIE GRIFFIN made application to the Tax Assessor,
of the City of Linwood, for property tax exemption as a permanently
disabled veteran, and the Tax Assessor for the City of Linwood granted
the exemption for Stephanie Griffin as of July 03,2025; and

WHEREAS, Ms. Griffin has paid the property taxes; and

WHEREAS, City ordinance allows that she may request the exemption
and be reimbursed back to February 24, 2025, which is the date the VA
declared her 100% disabled: and

WHEREAS, Ms. Griffin has submitted a request for reimbursement of
property taxes paid as of the date of eligibility; and

WHEREAS, Ms. Griffin is entitled to a refund of payments made as
of the date of eligibility of February 24,2025;

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 Stephanie Griffin, in the amount of
\$13,045.91, which is the amount of the taxes to be refunded 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 22nd day of
October, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 22nd day of October, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 170, 2025

A RESOLUTION AUTHORIZING ENTERING INTO A SHARED SERVICES AGREEMENT
WITH ATLANTIC COUNTY FOR HIGHWAY DIGITAL MESSAGE BOARDS AND ELECTRONIC
SPEED FEEDBACK SIGNS

WHEREAS, the County received a LEAP Implementation Grant in the amount of \$57,375.00, from the New Jersey Department of Community Affairs for the purchase of three highway digital message boards; and

WHEREAS, the County also received a LEAP Implementation Grant in the amount of \$28,125.00, from the New Jersey Department of Community Affairs for the purchase of three electronic speed feedback signs; and

WHEREAS, LEAP Implementation Grants exist to support costs associated with shared service implementation to ensure that meaningful, efficiency generating initiatives are not hindered by short term transitional expenses; and

WHEREAS, the Common Council of the City of Linwood is desirous of entering into a Shared Services Agreement with the County of Atlantic to allow Linwood to borrow, on an as needed basis, at no cost, the Highway Digital Message Boards and Electronic Speed Feedback Signs;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Mayor be and is hereby duly authorized, empowered and directed to execute a Shared Services Agreement on behalf of the City of Linwood with the County of Atlantic for Highway Digital Message Boards and Electronic Speed Feedback Signs.

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 22nd day of October, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22nd day of October, 2025.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

**SHARED SERVICES AGREEMENT BETWEEN
ATLANTIC COUNTY
AND
THE CITY OF LINWOOD**

THIS SHARED SERVICES AGREEMENT is made and entered into on this _____ day of _____, 2025, by and between the **COUNTY OF ATLANTIC** (hereinafter "County"), and the **CITY OF LINWOOD** (hereinafter "Municipality"). The County and Municipality may be referred to throughout this Agreement as "Party" or collectively "Parties."

BACKGROUND STATEMENT

WHEREAS, the County received a LEAP Implementation Grant in the amount of \$57,375.00 from the New Jersey Department of Community Affairs for the purchase of three (3) highway digital message boards; and

WHEREAS, the County provided a cash match in the amount of \$19,125.00 for the purchase of these digital message boards, costing a total amount of \$76,500.00; and

WHEREAS, the County also received a LEAP Implementation Grant in the amount of \$28,125.00 from the New Jersey Department of Community Affairs for the purchase of three (3) electronic speed feedback signs; and

WHEREAS, the County provided a cash match in the amount of \$9,375.00 for the purchase of these electronic speed feedback signs, costing a total amount of \$37,500.00; and

WHEREAS, the purpose of this Shared Services Agreement is to allow the Municipality to borrow, on an as needed basis, at no cost to the Municipality, the highway digital message boards and electronic speed feedback signs; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, *et seq.*, authorizes and encourages local governmental units to enter into agreements for the pooling of resources and sharing of services, with an aim of reducing property taxes through the reduction of local expenses; and

WHEREAS, the County and Municipality desire to enter into this Shared Services Agreement for the term commencing from January 1, 2026, and terminating December 31, 2030; and

WHEREAS, entering into this Shared Services Agreement in advance of the actual need will enable the County to facilitate the prompt availability of the highway digital message boards and electronic speed feedback signs; and

WHEREAS, the Parties acknowledge that this Agreement is contingent upon the adoption of all related Resolutions by the respective Parties. The County is entering into this

Agreement as authorized by Resolution #52 and #53, dated February 4, 2025. Municipality is entering into this Agreement as authorized by Resolution # _____, dated _____, 2025.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, and of the benefits which will accrue to the County and to the Municipality, the Parties do mutually agree as follows:

I. INCORPORATION OF BACKGROUND:

The background statement above is incorporated into the terms and conditions of this Agreement.

II. SCOPE OF SERVICES:

The County applied for a LEAP Implementation Grant from the New Jersey Department of Community Affairs in the amount not to exceed \$76,500.00, which includes \$57,375.00 in grant funding plus the County's cash match of \$19,125.00 to purchase three (3) highway digital message boards. The County also applied for a LEAP Implementation Grant from the New Jersey Department of Community Affairs in the amount not to exceed \$37,500.00, which includes \$28,125.00 in grant funding plus the County's cash match of \$9,375.00 to purchase three (3) electronic speed feedback signs. The County purchased the highway digital message boards and electronic speed feedback signs to make them available to Municipality on an as needed basis.

The Municipality agrees to properly use the highway digital message boards and electronic speed feedback signs on an as needed basis.

III. TIME OF PERFORMANCE:

This Agreement will be in effect for the term commencing from January 1, 2026, and terminating December 31, 2030.

Services of the Municipality shall commence on an as needed basis.

IV. RESPONSIBILITIES OF THE PARTIES:

- A. The County shall maintain title and registration of the three (3) highway digital message boards and three (3) electronic speed feedback signs.
- B. If Municipality causes damage to the highway digital message board(s) or electronic speed feedback sign(s), the Municipality must make a promise to repair. Repairs must be completed within 20 days. If repairs are not made within 20 days, then the County may proceed in any manner it sees fit to repair the highway digital message board(s) or electronic speed feedback sign(s) and seek reimbursement for same.

- C. The County and Municipality shall each maintain written records regarding pick up, possession and return of the highway digital message board(s) and electronic speed feedback sign(s). A representative of the County and representative of the Municipality (driver) shall perform a pre-inspection of the highway digital message board(s) and electronic speed feedback sign(s) before it is picked up and a post-inspection upon return. Any damage or other findings shall be documented in writing by both parties.
- D. In performing services pursuant to this Agreement, the Parties will act in a reasonably prudent manner to accommodate the common goals of the Parties toward implementation and effectuation of the stated purposes of this Agreement.

V. NOTICES:

Communication concerning this Agreement shall be directed to the following:

Atlantic County

Gerald DelRosso, County Administrator
1333 Atlantic Avenue, 8th Floor
Atlantic City, New Jersey 08401

City of Linwood

City Clerk, City of Linwood
400 Poplar Avenue
Linwood, NJ 08221

N. Lynne Hughes, County Counsel
1333 Atlantic Avenue, 8th Floor
Atlantic City, New Jersey 08401

VI. GENERAL CONDITIONS:

A. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the Parties. Municipality shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The County shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/or medical insurance and Worker's Compensation Insurance as Municipality is an independent subrecipient.

B. Liability/Hold Harmless

Municipality shall hold harmless, defend and indemnify the County from any and all claims, actions, suits, charges and judgments whatsoever that arise out of Municipality's performance or nonperformance of the services or subject matter called for in this agreement.

C. Insurance and Bonding

Municipality shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage. Municipality shall provide Worker's Compensation Insurance for all of its employees involved in the performance of this Agreement.

D. Amendments

The County or Municipality may amend this Agreement at any time, provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of both Parties, and approved by the County Board of Commissioners. Such amendments shall not invalidate this Agreement, nor relieve or release the County nor the Municipality from its obligations under this Agreement.

The County may, in its discretion, amend this Agreement to conform with Federal, State, or Local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of service, or schedule of activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both the County and the Municipality.

E. Disclaimer of Warranty

The County disclaims all warranties or condition with respect to the quality, performance, or functionality of the services provided herein, express or implied, including warranties of merchantability and fitness for a particular purpose. The Municipality acknowledges and agrees that the County has made no representation regarding the condition of the highway digital message boards and electronic speed feedback signs and the highway digital message boards and electronic speed feedback signs are being shared strictly in "as is" and "where is" condition with no warranties, either expressed or implied by same.

F. Grantor Recognition

Municipality shall ensure recognition of the role of the grantor agency in providing services through this Agreement. All activities, facilities, and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, Municipality will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Default

A violation, breach, or failure to perform any of the terms, conditions or obligations under this Agreement shall constitute a default by the violating, breaching or non-performing party. Prior to default being declared, a defaulting Party must receive at least twenty (20) days advance written notice of the default. If the default is a monetary default on behalf of Atlantic County, and the same is not cured within thirty (30) days after

receipt by Atlantic County of notice of the default, the Municipality may immediately terminate this Agreement without liability and without prejudice to any other rights and remedies pursuant to law. With respect to any default other than a monetary default by Atlantic County, the Parties may avail themselves of all rights and remedies to which they are legally entitled.

H. Impossibility or Impracticability of Performance

If, for any reason, an unforeseen event occurs that is beyond the control of the County, which renders it impossible or impracticable for the County to fulfill the services set forth in this Agreement, the Agreement shall terminate, and the Municipality shall have no right to nor claim for damages against the County. The Municipality shall provide as much notice as possible if it seeks to terminate the Agreement pursuant to this paragraph.

I. Waiver

The Parties understand and agree that any action or inaction concerning any of the terms or conditions of this Agreement by either party shall not be considered a waiver of any rights by said Party.

J. Severability

If any provision of this Agreement is held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

K. Approvals Necessary

This Agreement shall not be considered binding upon the Parties until an appropriate Resolution or Ordinance adopting the same has been approved by the governing bodies.

L. Assignment.

No Party may assign this Agreement or any rights or obligations hereunder, without the express prior written consent of the other Party and such attempted assignment shall be void.

M. Governing Law/Venue

This Agreement shall be governed and construed by the laws of the State of New Jersey and any litigation brought in relation to this Agreement shall be brought in the Superior Court of New Jersey, Atlantic County.

N. Entire Agreement

This Agreement embodies the entire Agreement between the Parties hereto relative to the subject matter hereof. No variation, modification, change or amendment shall be binding upon any Party hereto unless executed by said Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

ATTEST:

COUNTY OF ATLANTIC

TARA SILIPENA, Clerk
County Commissioners

DENNIS LEVINSON
County Executive

Approved as to form on
behalf of Atlantic County:

KAITLYN FLYNN
Assistant County Counsel

ATTEST:

CITY OF LINWOOD

LEIGH ANN NAPOLI, Clerk
City of Linwood

DARREN MATIK
Mayor