

**LINWOOD COMMON COUNCIL
CAUCUS AGENDA
December 12, 2018
6:00 P.M.**

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

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

 Professionals: Mr. Youngblood ____ Mr. Polistina _____ Mrs. Napoli ____
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
4. Councilman Beinfest
 - A. Neighborhood Services
 1. Resolution authorizing a submission of a Grant extension for the Alliance Grant
5. Councilwoman DeDomenicis
 - A. Public Works
6. Councilman Ford
 - A. Planning & Development
 1. Resolution authorizing the refund of unused escrow funds posted as part of an application to build a new single family home at 928 Oak Grove Avenue in the City of Linwood
7. Councilman Gordon
 - A. Engineering
8. Councilman Heun
 - A. Public Safety
 1. Resolution honoring Chick Kisby
 2. Ordinance amending City Code Chapter 263 Vehicles & Traffic regarding parking of recreational vehicles and trailers – final reading
 3. Resolution reappointing Don Auge as Special Law Enforcement Officer Class II
 4. Resolutions reappointing Belford Rivera and Anthony Disciascio as Special Law Enforcement Officers Class III
9. Councilman Matik
 - A. Revenue & Finance
 1. Resolution authorizing the reappointment of Silvia L. Washington as Tax Collector for the City of Linwood
 2. Resolution authorizing the refund of a tax overpayment and the cancellation of 2019 taxes due to tax exempt status for Block 103 Lot 2 located at 940 Oak Grove Avenue in the City of Linwood
 3. Resolution authorizing Agreement with Premier Computer Services
 4. Resolution authorizing the appointment of Glenn Insurance as the Risk Management Consultant for the Atlantic County Municipal Joint Insurance Fund
 5. Resolution cancelling appropriation balances
 6. Resolution authorizing budget appropriation transfers

10. Council President Paolone

A. Administration

1. Resolutions appointing Leigh Ann Napoli as the Fund Commissioner, Anthony Strazzeri as the Alternate Fund Commissioner, and Mary Cole as the Safety Coordinator to the Atlantic County Municipal Joint Insurance Fund
2. Resolution authorizing a Grant Agreement between the City of Linwood and the Frank H. Stewart Trust for the Seaview Landing Open Space Acquisition

11. Mr. Youngblood

- A. Resolution awarding a Non-Competitive Contract for Professional Services to Judge Richard J. Williams (Ret.) as a Hearing Officer for the City of Linwood

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
December 12, 2018**

CALL TO ORDER

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

FLAG SALUTE: Councilman Brian Heun

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

RESOLUTIONS

222-2018	A Resolution honoring Charles (Chick) Kisby
235-2018	A Resolution authorizing 2018 budget appropriation transfers
236-2018	A Resolution canceling appropriation balances

ORDINANCES

24 OF 2018	AN ORDINANCE AMENDING CHAPTER 263 VEHICLES AND TRAFFIC, ARTICLE I GENERAL REGULATIONS, SECTION 263-4, PROHIBITED PARKING; STOPPING OR STANDING; TIME LIMIT PARKING; VIOLATIONS AND PENALTIES, OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT HEREWITH. <i>FIRST READING:</i> November 28, 2018 <i>PUBLICATION:</i> December 3, 2018 <i>PASSAGE:</i> December 12, 2018
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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.

223-2018	A Resolution authorizing submission of a grant extension for the Linwood Municipal Alliance Grant
224-2018	A Resolution authorizing the reappointment of Donald Auge as a Special Law Enforcement Officer, Class II, for the City of Linwood
225-2018	A Resolution authorizing the refund of unused escrow funds posted as part of an application to build a new single family home at 928 Oak Grove Avenue in the City of Linwood
226-2018	A Resolution authorizing the reappointment of Silvia L. Washington as Tax Collector for the City of Linwood
227-2018	A Resolution authorizing the refund of a tax overpayment and the cancellation of 2019 taxes due to the Tax Exempt Status for Block 103 Lot 2 located at 940 Oak Grove Avenue in the City of Linwood
228-2018	A Resolution authorizing the Mayor and City Clerk to execute an Agreement with Premier Computer Services
229-2018	A Resolution authorizing the reappointment of Anthony Disciascio as a Special Law Enforcement Officer, Class III, for the City of Linwood

- 230-2018** A Resolution authorizing the reappointment of Belford Rivera as a Special Law Enforcement Officer, Class III, for the City of Linwood
- 231-2018** A Resolution authorizing the appointment of Glenn Insurance as the Risk Management Consultant for the Atlantic County Municipal Joint Insurance Fund
- 232-2018** A Resolution authorizing the appointment of Leigh Ann Napoli as the Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund
- 233-2018** A Resolution authorizing the appointment of Anthony Strazzeri as the Alternate Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund
- 234-2018** A Resolution authorizing the appointment of Mary Cole as Safety Coordinator to the Atlantic County Municipal Joint Insurance Fund
- 237-2018** A Resolution authorizing a Grant Agreement between the City of Linwood and the Frank H. Stewart Trust for the Seaview Landing Open Space Acquisition
- 238-2018** A Resolution awarding a Non-Competitive Contract for Professional Services to Judge Richard J. Williams (Ret.) as a Hearing Officer for the City of Linwood

APPROVAL OF BILL LIST: \$1,219,018.68

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

Resolution

City of Linwood, New Jersey

No. 222, 2018

A RESOLUTION HONORING CHARLES (CHICK) KISBY, III

WHEREAS, CHARLES (CHICK) KISBY, III first became employed with the City of Linwood as a Fire Inspector on September 11, 1985 and subsequently appointed as Uniform Fire Safety Official, Deputy Emergency Management Coordinator, Emergency Management Coordinator, Communications Coordinator, and serves as a Volunteer Fireman; and

WHEREAS, CHARLES (CHICK) KISBY, III retired from employment with the City of Linwood on November 30, 2018; and

WHEREAS, CHARLES (CHICK) KISBY, III has loyally served the City of Linwood and its citizens through hard work, devotion to the performance of his job and has devoted countless hours of service to the City of Linwood and its residents;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Linwood, on behalf of all of the citizens of Linwood, congratulate, acknowledge and commend CHARLES (CHICK) KISBY, III for his numerous achievements and outstanding devotion to the City of Linwood and its residents through his years of service to the City of Linwood;

BE IT FURTHER RESOLVED, that the Mayor and Common Council of the City of Linwood extend their best wishes and the best wishes of all the residents of the City of Linwood to CHARLES (CHICK) KISBY, III upon his retirement.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing Resolution was unanimously adopted at a Regular Meeting of the Linwood City Council this 12th day of December 2018.

Richard L. DePamphilis, III, Mayor

Elliot C. Beinfest

Stacy DeDomenicis

Eric Ford

Todd Gordon

Brian Heun

Darren Matik

Ralph A. Paolone, Council President

Joseph L. Youngblood, Jr., City Solicitor

Leigh Ann Napoli, Municipal Clerk

RESOLUTION No. 235, 2018

A RESOLUTION AUTHORIZING 2018 BUDGET APPROPRIATION TRANSFERS

WHEREAS, Budget transfers are permitted between budget appropriations as per N.J.S.A. 40A: 4-58 during the last two months of the year;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood, Atlantic County and State of New Jersey that the list of 2018 Budget transfers be and the same are hereby approved.

BE IT FURTHER RESOLVED that the Treasurer's Office shall be authorized to make further budget transfers if needed before December 31, 2018.

<u>Appropriation</u>	<u>From</u>	<u>To</u>
Tax Assessor O/E	6,000.00	
Legal Services O/E	8,000.00	
Police O/E		8,000.00
Public Building & Grounds O/E		3,000.00
Public Works O/E		3,000.00
Totals:	14,000.00	14,000.00

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 236, 2018

A RESOLUTION CANCELING APPROPRIATION BALANCES

WHEREAS, the following Current Fund budget appropriation balances remain unexpended;

General Admin OE	2,000.00
Elections OE	1,500.00
Legal Services OE	5,000.00
Workers Comp Insurance	15,000.00
Group Insurance	40,000.00
General Liability	7,500.00
Social Security	5,000.00
Natural Gas	3,000.00
Electric	7,000.00

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to Surplus;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the above listed unexpended balances of the Current Fund be canceled.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

ORDINANCE NO. 24, 2018

AN ORDINANCE AMENDING CHAPTER 263 VEHICLES AND TRAFFIC, ARTICLE I GENERAL REGULATIONS, SECTION 263-4, PROHIBITED PARKING; STOPPING OR STANDING; TIME LIMIT PARKING; VIOLATIONS AND PENALTIES, 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 I, Section 263-4 Prohibited parking; stopping or standing; time limit parking; violations and penalties, Section D is hereby amended to read as follows:

D. No commercial vehicle, recreational vehicle, trailer or boat and boat trailer shall be permitted to park on any street in any zone in the City of Linwood. However, a unit may be parked anywhere during active loading or unloading. Non-Commercial recreational vehicles and trailers may be permitted for a period of up to twenty-four hours. Any commercial vehicle, recreational vehicle, trailer or boat and boat trailer parked in violation of this subsection, at the sole discretion of any police officer, may be towed at the owner's expense based on the circumstances at the time.

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>November 28, 2018</i>
<i>PUBLICATION:</i>	<i>December 3, 2018</i>
<i>PASSAGE:</i>	<i>December 12, 2018</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, November 28, 2018 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on December 12, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

RESOLUTION No. 223, 2018

A RESOLUTION AUTHORIZING SUBMISSION OF A GRANT EXTENSION FOR THE
LINWOOD MUNICIPAL ALLIANCE GRANT

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The City Council of the City of Linwood, County of Atlantic, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, City was approved for a Municipal Alliance grant for the July 1, 2018 through June 30, 2019 grant term; and

WHEREAS, the City Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the City Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Atlantic:

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize the submission of the grant extension for the Linwood Municipal Alliance grant in the amount of:

DEDR	\$12,010.00
Cash Match	\$3,003.00
In-Kind	\$9,007.00

The City Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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 12th day of December, 2018.

RESOLUTION NO. 223, 2018
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IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 224, 2018

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF DONALD AUGE AS A SPECIAL LAW ENFORCEMENT OFFICER, CLASS II, FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 178, 2016 Donald Auge was hired as a Special Law Enforcement Officer, Class II, for the City of Linwood for a period of one year and has subsequently been reappointed for one year terms; and

WHEREAS, the latest appointment expired on November 23, 2018; and

WHEREAS, recommendations have been made to reappoint Donald Auge for another year;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, that Donald Auge is hereby reappointed as a Special Law Enforcement Officer, Class II, for a period of one year commencing on November 24, 2018 and expiring on November 24, 2019, at an hourly rate of \$20.00 as provided for in the 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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 225, 2018

A RESOLUTION AUTHORIZING THE REFUND OF UNUSED ESCROW FUNDS POSTED AS PART OF AN APPLICATION TO BUILD A NEW SINGLE FAMILY HOME AT 928 OAK GROVE AVENUE IN THE CITY OF LINWOOD

WHEREAS, and Escrow Fund was established in the amount of \$500.00 on February 16, 2018 by EI Homes LLC, PO Box 3256, Margate, New Jersey; and

WHEREAS, the construction project to build a single family home at 928 Oak Grove Avenue, Linwood has been completed and all inspections have been finalized and passed; and

WHEREAS, all Engineering inspections have been completed and approved; and

WHEREAS, a total of \$402.50 was paid to Polistina Associates for Engineering reviews and inspections, and there remains an unused balance of \$97.50 to be refunded; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the remaining balance of unused escrow funds posted by EI Homes LLC as part of their permit application to construct a new single family home at 928 Oak Grove Avenue, Linwood is hereby approved for reimbursement to EI Homes LLC, P.O. Box 3256, Margate, New Jersey 08402-0256 in the amount of \$97.50.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 226, 2018

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF SILVIA L. WASHINGTON AS
TAX COLLECTOR FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 175, 2017 Silvia Washington was appointed to fill the vacancy in the position of Tax Collector pursuant to N.J.S.A. 40A:9-142; and

WHEREAS, said term expires on December 31, 2018; and

WHEREAS, City Council is desirous of reappointing Silvia Washington to the position of Tax Collector to a four year term expiring on December 31, 2022 pursuant to N.J.S.A. 40A:9-142;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that Silvia L. Washington be and is hereby reappointed to serve as Tax Collector for the City of Linwood effective January 1, 2019 at a salary as provided for in the Linwood Salary Ordinance and all amendments thereto.

BE IT FURTHER RESOLVED, that the term of said appointment shall expire on December 31, 2022.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 227, 2018

A RESOLUTION AUTHORIZING THE REFUND OF A TAX OVERPAYMENT AND THE CANCELLATION OF 2019 TAXES DUE TO TAX EXEMPT STATUS FOR BLOCK 103 LOT 2 LOCATED AT 940 OAK GROVE AVENUE IN THE CITY OF LINWOOD

WHEREAS, 940 Oak Grove Avenue is situate in the tax district of the City of Linwood and the 2018 4th Quarter property taxes for said property have been paid in accordance with the provisions of the Statute so made and provided; and

WHEREAS, there has been an overpayment of the 2018 4th quarter property taxes as a result of the approval of an application for a Totally Disabled Veteran on November 9, 2018. Accordingly, a refund in the amount of \$1,101.14 is due to the property owner, Anthony C. Eaton, for the resulting overpayment of taxes;

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 Anthony C. Eaton in the amount of \$1,101.14 for the specified overpayment of taxes;

BE IT FURTHER RESOLVED, by the Common Council of the City of Linwood that the Tax Collector is hereby authorized, empowered and directed to cancel the 1st and 2nd quarters 2019 taxes for the property known as Block 103 Lot 2 assessed in the name of Anthony C. Eaton.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 228, 2018

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH PREMIER COMPUTER SERVICES

WHEREAS, quotes have been received with regard to Information Technology Network and Support for 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 Premier Computer Services, LLC, PO Box 159, Mays Landing, NJ 08330 for a one-year period commencing on January 1, 2019 and expiring on January 1, 2020 in the amount of \$10,080.00;

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 Premier Computer Services.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 229, 2018

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF ANTHONY DISCIASCIO AS A SPECIAL LAW ENFORCEMENT OFFICER, CLASS III, FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 154 of 2018 Anthony Disciascio was hired as a Special Law Enforcement Officer, Class III, for the City of Linwood for a period of four months; and

WHEREAS, the appointment expired on December 8, 2018; and

WHEREAS, recommendations have been made to reappoint Anthony Disciascio for another four months;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, that Anthony Disciascio is hereby reappointed as a Special Law Enforcement Officer, Class III, for a four month period commencing on December 9, 2018 and expiring on April 9, 2019, at an hourly rate of \$25.00 as provided for in the 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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 230, 2018

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF BELFORD RIVERA AS A SPECIAL LAW ENFORCEMENT OFFICER, CLASS III, FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 155 of 2017 Belford Rivera was hired as a Special Law Enforcement Officer, Class III, for the City of Linwood for a period of four months and has subsequently been reappointed for four month periods; and

WHEREAS, the latest appointment expires on January 13, 2019; and

WHEREAS, recommendations have been made to reappoint Belford Rivera for another four months;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, that Belford Rivera is hereby reappointed as a Special Law Enforcement Officer, Class III, for a four month period commencing on January 14, 2019 and expiring on May 14, 2019, at an hourly rate of \$25.00 as provided for in the 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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 231, 2018

A RESOLUTION AUTHORIZING THE APPOINTMENT OF GLENN INSURANCE AS THE RISK MANAGEMENT CONSULTANT FOR THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Common Council of the City of Linwood is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund; and

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, N.J.S.A. 40A:11-5(1)(m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Linwood does hereby appoint Glenn Insurance, Inc. as its Risk Management Consultant in accordance with 40A:11-5;

BE IT FURTHER RESOLVED, that the Governing Body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5 (1), (a), (i).

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 12th day of December, 2018.

RESOLUTION NO. 231, 2018
PAGE 2

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RISK MANAGEMENT CONSULTANT AGREEMENT
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

This Agreement, entered into this 12 day of December, 2018, between the City of Linwood (hereinafter referred to as the "Municipality") and Glenn Insurance, Inc., a Corporation of the State of New Jersey, and Michael Thomas, the responsible agent, having their principal office located at 500 E. Absecon Boulevard, PO Box 365, Absecon, New Jersey 08201 (hereinafter referred to as the "Consultant").

WHEREAS, the Consultant has offered the services to the Municipality as the Professional Risk Management Consultant as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund; and

WHEREAS, the Municipality desires to contract for these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held on December 12, 2018;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth in this Agreement, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees to provide Professional Risk Management services to the Municipality as follows:
 - A) The Consultant shall assist the Municipality in identifying its insurable exposures and shall recommend professional methods to reduce, assume or transfer the risk of loss.
 - B) The Consultant shall assist the Municipality in understanding and selecting the various types of coverage available from the Atlantic County Municipal Joint Insurance Fund.
 - C) The Consultant shall review with the Municipality any additional types of coverage that the Consultant believes the Municipality should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the Municipality.
 - D) The Consultant shall assist the Municipality in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.
 - E) The Consultant shall review the Municipality's annual assessment as prepared by the Fund, and shall assist the Municipality in the preparation of its annual insurance budget.
 - F) The Consultant shall review the loss and engineering reports for the Municipality, and shall assist the Safety Committee in its loss containment objectives within the Municipality.

- G) The Consultant shall attend and actively participate in the Municipality's Safety Committee activities and meetings, and shall present information to the Safety Committee on Safety related topics.
- H) The Consultant shall attend the Municipality's Member Accident Review Panel meetings and assist the Municipality in determining the cause of accidents. The Consultant shall suggest any remedial actions necessary to avoid future accidents.
- I) The Consultant shall assist the Municipality in determining the necessary training for each employee in each Municipal Department based upon the employee's job description and in accordance with OSHA and other governmental regulations.
- J) The Consultant shall assist the Municipality in scheduling employee training, both internal and external, including the tracking of course attendance and completion of course requirements.
- K) The Consultant shall assist the Municipality with the timely and accurate reporting of all claims, which shall include the establishment and implementation of claims reporting procedures.
- L) The Consultant shall assist, when requested by the Municipality and/or the Claims TPA, with the investigation of claims filed against the Municipality.
- M) The Consultant shall review the Municipality's loss data on a regular basis and prepare reports to the Municipality on recent losses, open claims, and loss trends.
- N) The Consultant shall review the performance of the Municipality's Claims TPA on a quarterly basis including reserving practices, adjuster claim counts, and supervisor file review.
- O) The Consultant shall assist the Municipality by reporting to the Fund changes in exposures including the deletion and addition of vehicles, equipment, and properties and the contracting of Municipal services to third parties.
- P) The Consultant shall assist the Municipality and Fund professionals in the annual renewal process including the gathering and verification of exposure data.
- Q) The Consultant shall order Certificates of Insurance from the Fund.
- R) The Consultant shall review Certificates of Insurance received by the Municipality.
- S) The Consultant shall review proposed contracts between the Municipality and organizations and contractor's to verify that the appropriate indemnification and hold harmless language is contained in the Contract and that the Certificate of Insurance Guidelines are being followed.
- T) The Consultant shall evaluate and advise the Municipality on the risk management aspects of public events being staged or sponsored by the Municipality.
- U) The Consultant shall review the annual coverage documents to verify the accuracy of the policies.

- V) The Consultant shall respond to questions regarding coverage from the Municipality's officials.
 - W) The Consultant shall actively attend and participate on the Fund Subcommittees as authorized by the Fund Bylaws.
 - X) The Consultant shall regularly attend the Monthly Executive Committee meetings of the Fund.
 - Y) The Consultant shall execute and file with the Municipality, as part of this agreement, and the Executive Director's office a copy of the Atlantic County Municipal Joint Insurance Fund Confidentiality Agreement.
 - Z) The Consultant shall at least twice annually, prepare and present a written report to the Governing Body of the Municipality outlining the Municipality's Insurance and Safety Program.
 - AA) The Consultant shall assist the Municipality with the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally performed by a public adjuster.
 - AB) The Consultant shall perform any other services required by the Fund's Bylaws.
2. The term of this Agreement shall be for a period of one (1) year commencing the first day of **January, 2019**, or from the effective date of coverage, unless this Agreement is terminated as set forth in Paragraph 5 of this Agreement.
 3. The Fund Bylaws allow the Municipality to pay its Consultant for services rendered no more than 6% of the Municipalities gross assessment; therefore, the Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, a flat fee dollar amount of thirteen thousand seven hundred fifty dollars (\$13,750.00). Said fee shall be paid to the Consultant within thirty (30) days of the payment of the Municipality's assessment to the Fund. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
 4. For any type of coverage that is authorized by the Municipality, to be purchased outside of the coverage offered by the Fund, the Consultant shall receive as his full compensation, the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Paragraph 3 of this Agreement.
 5. Either party may cancel this Agreement at any time by notifying the other party, in writing, of their intention to terminate this Agreement. The termination shall be effective on the ninetieth day after service of the notice. The compensation provided for in Paragraph 3 shall be pro-rated to the date of termination.

ATTEST: _____

MUNICIPALITY: _____

ATTEST: _____

CONSULTANT: _____

DATE: _____

RESOLUTION No. 232, 2018

A RESOLUTION AUTHORIZING THE APPOINTMENT OF LEIGH ANN NAPOLI AS THE FUND COMMISSIONER TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the City of Linwood is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund Commissioner to the Fund. Each Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund Commissioner for more than one (1) member; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

WHEREAS, the Common Council of the City of Linwood recommends the appointment of Leigh Ann Napoli to serve as Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that Leigh Ann Napoli be and is hereby appointed as Fund Commissioner to the Atlantic County Joint Insurance Fund.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 233, 2018

A RESOLUTION AUTHORIZING THE APPOINTMENT OF ANTHONY STRAZZERI AS THE ALTERNATE FUND COMMISSIONER TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the City of Linwood is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall be permitted to appoint an Alternate Fund Commissioner to the Fund. The Alternate Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and shall represent the Member in the absence of the Fund Commissioner; and

WHEREAS, N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS, N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is an employee of the appointing Member shall hold office at the pleasure of the Member and can be removed by the Member at any time without cause; and

WHEREAS, the Common Council of the City of Linwood recommends the appointment of Anthony Strazzeri to serve as Alternate Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that it does hereby appoint Anthony Strazzeri as Alternate Fund Commissioner to the Atlantic County Joint Insurance Fund.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 234, 2018

A RESOLUTION AUTHORIZING THE APPOINTMENT OF MARY COLE AS SAFETY COORDINATOR TO THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the City of Linwood is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the FUND requires that in the manner generally prescribed by law, each member shall appoint a Safety Coordinator to chair the Member Safety Committee, coordinate and oversee the Member safety efforts, and act as a liaison between the municipality, the JIF Safety Director, and other outside agencies; and

WHEREAS, the City of Linwood recommends the appointment of Mary Cole to serve as Safety Coordinator in accordance with the FUND requirements;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that it does hereby appoint Mary Cole as Municipal Safety Coordinator.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 237, 2018

A RESOLUTION AUTHORIZING A GRANT AGREEMENT BETWEEN THE CITY OF LINWOOD
AND THE FRANK H. STEWART TRUST FOR THE SEAVIEW LANDING OPEN SPACE
ACQUISITION

WHEREAS, the City of Linwood has been awarded a Grant in the amount of \$166,000.00 from the Frank H. Stewart Trust for the Seaview Landing Open Space Acquisition located on Seaview Avenue (Block 40, Lot 41 and Block 16.01, Lot 66) in the City of Linwood; and

WHEREAS, Council is desirous of authorizing a Grant Agreement with the Frank H. Stewart Trust for the acceptance of said Grant;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Agreement by and between the Frank H. Stewart Trust and the City of Linwood, which is attached hereto, is approved and the Chief Elected Official and the Municipal Clerk are authorized to sign said agreement.

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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of December, 2018.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

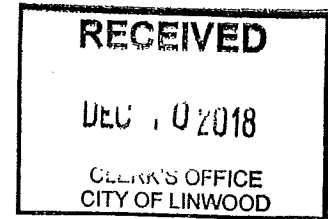
APPROVED: _____



Wealth Management
100 N Main Street
D4001-065
Winston-Salem, NC 27101

December 3, 2018

Mrs. Leigh A Napoli, Municipal Clerk
City of Linwood
400 Poplar Avenue
Linwood, NJ 08221



RE: Frank H. Stewart Trust

Dear Mrs. Napoli:

On behalf of the Frank H. Stewart Trust, I am pleased to enclose a grant check in the amount of \$166,000.00 for the benefit of the City of Linwood.

This grant is to be used for the Seaview Landing Open Space Acquisition, as described in your request dated 10/19/2018, and is subject to your organization's agreement to the following terms:

- A. EXEMPT STATUS:** Because the Foundation is classified as a private foundation, we must ensure that each grantee organization is exempt from income tax under Internal Revenue Code Section 501(c)(3) and is classified as a public charity under Section 509(a)(1), (2) or (3). Based on the information available to us from the IRS Business Master File, your organization currently satisfies this condition. An authorized representative of your organization must **immediately** notify us of any change in your organization's tax-exempt status or organizational/operational changes that could lead to an alteration in its status.
- B. RESTRICTED PURPOSES:** These funds must be used entirely for the purposes described above and may not be applied toward any activity inconsistent with the charitable purposes described in Internal Revenue Code Sections 501(c)(3) and 170(c)(2)(B). Under no circumstances may any portion of the funds be used to carry on propaganda or otherwise attempt to influence legislation or the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive. We retain the right to monitor and conduct an evaluation of the use of these funds (by site visit or otherwise), discuss the grant with your personnel, and review financial records and other documentation relating to the activities financed by this grant.
- C. REPAYMENT OBLIGATION:** Any funds not expended or committed for the authorized purposes of the grant must be returned to the Foundation.
- D. NO PRIVATE INUREMENT:** This grant is a charitable contribution from the Foundation to be applied toward the purposes specified herein. No goods, services, or other private benefit may be provided by your organization (or accepted by any person) in exchange for this grant. The grant is made on behalf of the Foundation and not by or on behalf of any other entity or person. The grant is not being made in satisfaction of any pledge made by any person or entity other than the Foundation itself, if applicable.

Letter to City of Linwood
December 3, 2018
Page 2

E. PROGRESS REPORT: Your organization is required to furnish a written progress report to the Foundation by June 3, 2019. Please mark this due date on your calendar. Enclosed is a progress report form. Please use this format when preparing your report or request a copy of the form by e-mail at grantadministration@wellsfargo.com.

Your organization's deposit, negotiation or endorsement of the enclosed check will constitute its agreement to the terms and conditions set forth above. However, for our files, please have the enclosed copy of this letter reviewed and signed where indicated by an authorized representative of your organization and then returned to me in the enclosed self-addressed stamped envelope. Please do not hesitate to contact me with any questions or concerns toll free at 1-888-235-4351.

Sincerely,



Redula Nieves
Fiduciary Administrator
Philanthropic Services

Enclosures

ACKNOWLEDGEMENT OF RECEIPT & CONSENT TO TERMS:

On behalf of City of Linwood, I understand and agree to the foregoing terms and conditions of the above-referenced grant from the Frank H. Stewart Trust, and hereby certify my authority to execute this agreement on behalf of said organization. I further certify that City of Linwood is exempt from income tax under Internal Revenue Code Section 501(c)(3) and is classified as a public charity under Section 509(a)(1), (2) or (3).

Signature

Date: _____

Name (please type or print)

Title

RESOLUTION No. 238, 2018

A RESOLUTION AWARDING A NON-COMPETITIVE CONTRACT FOR PROFESSIONAL SERVICES TO JUDGE RICHARD J. WILLIAMS (RET.) AS A HEARING OFFICER FOR THE CITY OF LINWOOD

WHEREAS, there exists within the City of Linwood, New Jersey, the need to engage a professional to serve as a Hearing Officer for a personnel matter arising out of Linwood Police Internal Affairs Investigation #25-2018; 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 Judge Richard J. Williams (Ret.), 149 E. Glenside Avenue, Linwood, NJ 08221, is hereby hired for an amount not to exceed \$5,000.00 to serve as a Hearing Officer for a personnel matter arising out of Linwood Police Internal Affairs Investigation #25-2018;

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 Judge Richard Williams (Ret.) 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 12th day of December, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of December, 2018.

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: 12-12-18
Re: Availability of Funds-Hearing Officer Fees

Pursuant to 40A: 4-57, I hereby certify that sufficient funds not to exceed \$5,000 will be available under legal services in the operating budget. Funds will be encumbered to Richard J. Williams, 149 E Glenside Ave. Linwood, NJ 08221.