

LINWOOD COMMON COUNCIL
CAUCUS AGENDA
January 25, 2017
6:00 P.M.

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

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

Also Present: Mr. Youngblood ____ Mrs. Napoli ____ Mr. Polistina __

2. Approval of Minutes Without Formal Reading
3. Mayor's Report
 - A. Appointment of Talia Preissman to the Recreation Board
4. Councilman Beinfest
 - A. Neighborhood Services
5. Councilwoman DeDomenicis
 - A. Public Works
6. Councilman Ford
 - A. Planning & Development
 1. Resolutions authorizing the appointments of Planning Board Solicitor and Engineer
 2. Resolution authorizing the release of unused Planning Board Application fees to Ken & Eileen Wallace and the Linwood School Board
7. Councilman Gordon
 - A. Engineering
 1. Resolution authorizing submission of a grant application to the DOT for the Linwood Bike Path Extension, Phase 2
 2. Resolution authorizing submission of a grant application to the DOT for the resurfacing of Bartlett, Van Sant, Marie & Richard Avenues
8. Councilman Heun
 - A. Public Safety
9. Councilman Matik
 - A. Revenue & Finance
10. Councilman Paolone
 - A. Administration
 1. Resolution authorizing payment of accrued time off to Anne Marie Fox
11. Mr. Youngblood

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
January 25, 2017**

CALL TO ORDER

FLAG SALUTE Councilman Darren Matik

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

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.

- 29-2017** A Resolution authorizing the submission of a grant application to the New Jersey Department of Transportation for the Linwood Bike Path Extension – Phase 2 project
- 30-2017** A Resolution authorizing the submission of a grant application to the New Jersey Department of Transportation for the resurfacing of Bartlett, Van Sant, Marie and Richards Avenues project
- 31-2017** A Resolution authorizing payment of accrued time off to Anne Marie Fox
- 32-2017** A Resolution authorizing the award of a Non-Fair and Open Contract to Willis F. Flower as Planning Board Solicitor
- 33-2017** A Resolution awarding a Non-Competitive Contract for Professional Services to Vincent Polistina as Planning Board Engineer
- 34-2017** A Resolution authorizing the City of Linwood to release unused Planning Board Application Fees with regard to Block 57, Lots 9 & 10 (13 Somers Avenue) and Block 52 Lots 1 & 5 (Belhaven Avenue) in the City of Linwood
- 35-2017** A Resolution confirming the appointment of Talia Preissman to the Linwood Board of Recreation

APPROVAL OF BILL LIST: \$

PRESENTATION: Verizon Wireless

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

City of Linwood
Resolution No. 29, 2017

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Linwood Bike Path Extension - Phase 2 project.

NOW, THEREFORE, BE IT RESOLVED that Council of the City of Linwood formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor/Council and Clerk are hereby authorized to submit an electronic grant application identified as BIKE-2017-Linwood City-00027 to the New Jersey Department of Transportation on behalf of City of Linwood.

BE IT FURTHER RESOLVED that Mayor/Council and Clerk are hereby authorized to sign the grant agreement on behalf of City of Linwood and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this 25 day of January, 2017

Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)

(Presiding Officer)

City of Linwood
Resolution No. 30, 2017

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Resurfacing of Bartlett, Van Sant, Marie and Richards Avenues project.

NOW, THEREFORE, BE IT RESOLVED that Council of the City of Linwood formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor/Council and Clerk are hereby authorized to submit an electronic grant application identified as MA-2017-Linwood City-00294 to the New Jersey Department of Transportation on behalf of City of Linwood.

BE IT FURTHER RESOLVED that Mayor/Council and Clerk are hereby authorized to sign the grant agreement on behalf of City of Linwood and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this 25 day of January, 2017

Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL _____
(Clerk) (Presiding Officer)

RESOLUTION NO. 31, 2017

A RESOLUTION AUTHORIZING PAYMENT OF ACCRUED TIME OFF TO ANNE MARIE FOX

WHEREAS, Anne Marie Fox was an employee of the City of Linwood from June 15, 1989 and was later transferred to the Linwood Library on July 16, 2001; and

WHEREAS, Anne Marie Fox retired from employment with the Linwood Library effective June 1, 2016; and

WHEREAS, during Ann Marie Fox's employment with the City of Linwood, she accrued time off that equals a dollar value of \$2,482.50; and

WHEREAS, City Council is desirous of authorizing payment of same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the Chief Financial Officer of the City of Linwood be and hereby is authorized, empowered and directed to issue a check from the City of Linwood in the amount of \$2,482.50, to Anne Marie Fox, 6415 West Jersey Avenue, Egg Harbor Twp., New Jersey 08234 with regard to accrued time off.

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 25th day of January, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of January, 2017.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____

RESOLUTION No. 32, 2017

A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO WILLIS F. FLOWER AS PLANNING BOARD SOLICITOR

WHEREAS, the City of Linwood has a need to acquire legal services as a Planning Board Solicitor as a NON-FAIR AND OPEN contract pursuant to the provisions of N.J.S.A. 19:44A-20.4(or 20.5 as appropriate); and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year and may be extended as approved by the Governing Body; and

WHEREAS, Willis F. Flower, Esquire of the firm of Ford, Flower, and Hasbrouck has submitted a letter of intent dated December 17, 2017 indicating he will provide legal services as a Planning Board Solicitor; and

WHEREAS, Willis F. Flower, Esquire of the firm of Ford, Flower, and Hasbrouck has completed and submitted a Business Entity Disclosure Certification which certifies that Willis F. Flower, Esquire of the firm of Ford, Flower, and Hasbrouck has not made any reportable contributions to a political or candidate committee in the City of Linwood in the previous one year, and that the contract will prohibit Willis F. Flower, Esquire of the firm of Ford, Flower, and Hasbrouck from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires that the Resolution authorizing the award of contracts for "Professional Services", must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, County of Atlantic, State of New Jersey that:

1. The Common Council authorizes the Mayor to enter into a contract with Willis F. Flower, Esquire of the firm of Ford, Flower, and Hasbrouck as described herein; and,
2. That a certified copy of this Resolution be forwarded to the Director of the Division of Local Government Services of the State of New Jersey.
3. That a copy of this Resolution be published in the Press of Atlantic City as required by law, within ten (10) days of its passage.
4. That the attached certification showing availability of funds and specifying the exact line item appropriations which shall be charged is incorporated herein and attached hereto as though set forth herein verbatim.
5. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION NO. 32, 2017
PAGE 2

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 25th day of January, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of January, 2017.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

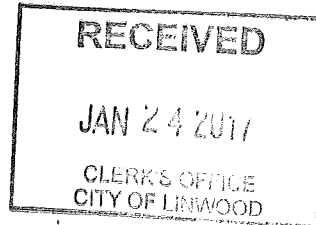
APPROVED: _____

City of Linwood

Planning Board
400 Poplar Avenue
Linwood, New Jersey 08221-1899
Telephone (609) 926-7971

January 24, 2017

Leigh Ann Napoli
City Clerk
400 Poplar Ave.
Linwood, NJ 08221



Dear Ms. Napoli:

At the January 23rd reorganization meeting of the Linwood Planning Board, the Board appointed professionals for the 2017 calendar year. As Planning Board solicitor, the Board appointed Willis Flower. As Planning Board engineer, the Board appointed Vincent Polistina. Please inform City Council of these appointments so they can recognize our action.

Thank you for your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph Breidenstine".

Joseph Breidenstine
Secretary, Planning Board

400 Poplar Avenue – Linwood, New Jersey 08221-1899
Visit our web site at <http://www.aclink.org/linwood>
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Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 1-24-17
Re: Availability of Funds-Planning Board Solicitor

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

RESOLUTION No. 33, 2017

A RESOLUTION AWARDING A NON-COMPETITIVE CONTRACT FOR PROFESSIONAL SERVICES TO VINCENT POLISTINA AS PLANNING BOARD ENGINEER

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, New Jersey, that Vincent Polistina of the firm Polistina & Associates be and is hereby appointed Planning Board Engineer for the City of Linwood for a one year term.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute the attached contracts with the above named persons.

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

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

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a certification of availability of funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 25th day of January, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of January, 2017.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

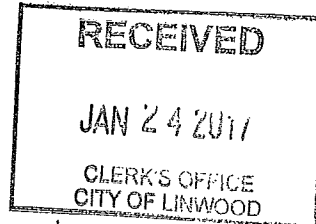
APPROVED: _____

City of Linwood

Planning Board
400 Poplar Avenue
Linwood, New Jersey 08221-1899
Telephone (609) 926-7971

January 24, 2017

Leigh Ann Napoli
City Clerk
400 Poplar Ave.
Linwood, NJ 08221



Dear Ms. Napoli:

At the January 23rd reorganization meeting of the Linwood Planning Board, the Board appointed professionals for the 2017 calendar year. As Planning Board solicitor, the Board appointed Willis Flower. As Planning Board engineer, the Board appointed Vincent Polistina. Please inform City Council of these appointments so they can recognize our action.

Thank you for your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph Breidenstine".

Joseph Breidenstine
Secretary, Planning Board

400 Poplar Avenue – Linwood, New Jersey 08221-1899
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Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 1-24-17
Re: Availability of Funds-Planning Board Engineer

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

RESOLUTION No. 34, 2017

A RESOLUTION AUTHORIZING THE CITY OF LINWOOD TO RELEASE UNUSED PLANNING BOARD APPLICATION FEES WITH REGARD TO BLOCK 57, LOTS 9 & 10 (13 SOMERS AVENUE) AND BLOCK 52 LOTS 1 & 5 (BELHAVEN AVENUE) IN THE CITY OF LINWOOD

WHEREAS, the City of Linwood has received a recommendation from the Linwood Planning Board to grant a full release of the unused balance of Application Fees with regard to Block 57, Lots 9 & 10 and Block 52 Lots 1 & 5 in the City of Linwood; and

WHEREAS, the requests are based upon an inspection and recommendation of the Planning Board Engineer in accordance with correspondence from the Planning Board Secretary of January 24, 2017, a copy of which is attached hereto; and

WHEREAS, the Planning Board has approved the recommendation for release;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the Application Fees in the amount of \$46.98 to Ken & Eileen Wallace with regard to Block 57 Lots 9 & 10, and \$263.75 to Linwood Public Schools with regard to Block 52 Lots 1 & 5 are hereby released in full.

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 25th day of January, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of January, 2017.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

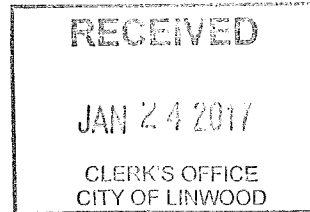
APPROVED: _____

City of Linwood

Planning Board
400 Poplar Avenue
Linwood, New Jersey 08221-1899
Telephone (609) 926-7971

January 24, 2017

Leigh Ann Napoli
City Clerk
400 Poplar Ave.
Linwood, NJ 08221



Dear Ms. Napoli:

At the January 23rd meeting of the Linwood Planning Board, the Board approved a motion to refund excess application fees to the following applicants: Refund \$263.75 to Linwood Public Schools, Belhaven Ave, Linwood, NJ 08221 and refund \$46.98 to Ken and Eileen Wallace, 13 Somers Ave, Linwood, NJ 08221. An accounting of both of these applications is attached for your reference. Please present this action to City Council so they can approve the refund.

Thank you for your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph Breidenstine". The signature is fluid and cursive, with a long horizontal line extending to the left.

Joseph Breidenstine
Secretary, Planning Board

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City of Linwood

400 Poplar Avenue
Linwood, NJ 08221
Planning Board
Telephone (609) 926-7971
January 5, 2017

Applicant: Ken and Eileen Wallace

Address: 13 Somers Ave.
Linwood, NJ 08221

Re: Accounting fees
Minor subdivision **XXX**
Major subdivision
Site Plan
Other

Dear Sir:

Meeting date: 2/26/2016
Block: 57 lot(s) 9&10

Here is an accounting of fees relating to the above application

You paid	Item	Actually incurred
\$500.00	Application	\$500.00
\$700.00	Variance	
	Professional escrow	
	a. engineer 3/2/16	\$352.50
	b. solicitor 2/22/16	\$70.00
	3/21/2016	\$252.00
	4/18/2016	\$3.52
\$25.00	Advertising	
	Tax map revision	
	Acreage charge	
Total \$1,225.00		\$1,178.02
	You paid	<u>\$1,225.00</u>
		\$46.98 Balance due

Refund will be sent upon approval by City Council.

Sincerely,

Joseph Breidenstine
Secretary, Planning Board

City of Linwood

400 Poplar Avenue
Linwood, NJ 08221
Planning Board
Telephone (609) 926-7971
January 5, 2017

Applicant: Linwood Public Schools

Address: Belhaven Ave.
Somers Point, NJ 08244

Dear Sir:

Re: Accounting fees
Minor subdivision **XXX**
Major subdivision
Site Plan
Other

Meeting date: 2/22/2016
Block: 52 lot(s) 1&5

Here is an accounting of fees relating to the above application

	You paid	Item	Actually incurred
	\$500.00	Application Variance Professional escrow a. engineer 3/2/16	\$236.25
		b. solicitor	
		Advertising Tax map revision Acreage charge	
Total	\$500.00		\$236.25
		You paid	<u>\$500.00</u>
			\$263.75

Refund will be sent upon approval by City Council.

Sincerely,

Joseph Breidenstine
Secretary, Planning Board

RESOLUTION No. 35, 2017

A RESOLUTION CONFIRMING THE APPOINTMENT OF TALIA PREISSMAN TO THE
LINWOOD BOARD OF RECREATION

WHEREAS, a vacancy exists on the Linwood Board of Recreation due to the resignation of Brady Middlesworth effective January 17, 2017; and

WHEREAS, the Mayor has appointed Talia Preissman of 499 Oak Lane to fill the vacancy; and

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

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood that the Mayor's appointment of Talia Preissman to the unexpired term on the Linwood Board of Recreation be and is hereby endorsed and the Common Council concurs in said appointment.

BE IT FURTHER RESOLVED, that said appointment expires on December 31, 2017.

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 25th day of January, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of January, 2017.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

RICHARD L. DEPAMPHILIS, III, MAYOR

APPROVED: _____