

LINWOOD COMMON COUNCIL
CAUCUS AGENDA
October 25, 2023
6:00 P.M.

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

1. Roll Call
Mayor Matik _____ Mrs. Albright _____ Mrs. Byrnes _____
Mrs. DeDomenicis _____ Mr. Levinson _____ Mr. Michael _____
Mr. Walcoff _____ Mr. Ford _____

Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____
2. Approval of Minutes Without Formal Reading
3. Mayor's Report
 - A. Swearing In Special Class II Officers
4. Councilwoman Albright
 - A. Planning, Engineering, & Development
 1. Ordinance amending Chapter 277 Zoning regarding sober living facilities
5. Councilwoman Byrnes
 - A. Neighborhood Services
 1. Resolution authorizing a Drug Alliance Grant Application
6. Councilwoman DeDomenicis
 - A. Public Works
 1. Resolution authorizing the placement of a Lien on Block 16.01, Lot 9 (2254 Shore Road) in accordance with Chapter 99, Section 3 of the Code of the City of Linwood
 2. Resolution authorizing the hiring of Kyle Ritzel as a Laborer in the Public Works Department
 3. Resolutions authorizing the advertisement for bids for Lawn Maintenance & Snow Removal Services
7. Councilman Levinson
 - A. Revenue & Finance
 1. 2023 Best Practices
 2. Resolution authorizing a refund of taxes for disable veteran at 228 Van Sant Avenue
8. Councilman Michael
 - A. Public Safety
9. Councilman Walcoff
 - A. Shared Services
10. Council President Ford
 - A. Administration
11. Solicitor's Report

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
October 25, 2023**

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

ORDINANCES

11 OF 2023 AN ORDINANCE AMENDING CHAPTER 277, ZONING, ARTICLE VI SUPPLEMENTAL REGULATIONS APPLICABLE TO ALL ZONES, SECTION 17.01 OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT THEREWITH.
FIRST READING: *October 25, 2023*
PUBLICATION: *October 31, 2023*
PASSAGE: *November 8, 2023*

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.

157-2023 A Resolution authorizing the refund of a Disabled Veteran 2023 tax payments for Block 102, Lot 6 located at 228 Van Sant Avenue in the City of Linwood
158-2023 A Resolution authorizing the placement of a lien on Block 16.01, lot 9 (2254 Shore Road) in accordance with Chapter 99, Section 3 of the Code of the City of Linwood
159-2023 A Resolution authorizing submission of a Grant Application for the Linwood Municipal Alliance Grant for FY 2025
160-2023 A Resolution authorizing the hiring of Kyle Reitzel as a Laborer in the City of Linwood Public Works Department
161-2023 A Resolution authorizing the City of Linwood to advertise for bids for Lawn Maintenance Services for the City of Linwood
162-2023 A Resolution authorizing the City of Linwood to advertise for bids for Snow Removal Services for the City of Linwood

APPROVAL OF BILL LIST: \$

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

ORDINANCE NO. 11, 2023

AN ORDINANCE AMENDING CHAPTER 277, ZONING, ARTICLE VI SUPPLEMENTAL REGULATIONS APPLICABLE TO ALL ZONES, SECTION 17.01 OF THE CODE OF THE CITY OF LINWOOD AND REPEALING ALL ORDINANCES HERETOFORE ADOPTED, THE PROVISIONS OF WHICH ARE INCONSISTENT THEREWITH.

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 277 Zoning, Article VI, Supplemental Regulations Applicable to All Zones, 277-17.01 Boarding house, cooperative sober living residence, non-Oxford House model recovery home, Oxford House model recovery home, recovery home and room house, Section A be amended to add the following subsection:

(4) Requires anyone intending to establish a sober living home in the City of Linwood to provide 60 days written notice to the Linwood Construction Office of their intention to do so. This notice shall include the specific location of the proposed sober living home in order to allow the City to confirm that the specified location is consistent with and permitted under all existing Linwood Ordinances.

SECTION 2: All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 3: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4: This Ordinance shall take effect upon passage and publication as provided by law.

<i>FIRST READING:</i>	<i>October 25, 2023</i>
<i>PUBLICATION:</i>	<i>October 31, 2023</i>
<i>PASSAGE:</i>	<i>November 8, 2023</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 25, 2023 and will be further considered for final passage after a public hearing thereon at a meeting of said Common Council on November 8, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

RESOLUTION No. 157, 2023

A RESOLUTION AUTHORIZING THE REFUND OF A DISABLED VETERAN THE 2023 TAX PAYMENTS FOR BLOCK 102 LOT 6 LOCATED AT 228 VAN SANT AVENUE IN THE CITY OF LINWOOD

WHEREAS, Bradford L. Fitzpatrick is the owner of Block 102 Lot 6 located at 228 Van Sant Avenue in the taxing district of the City of Linwood; and

WHEREAS, Bradford L. Fitzpatrick 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 Bradford L. Fitzpatrick as of August 21, 2023; and

WHEREAS, the mortgage company Lereta has paid the 2023 3rd quarter taxes; and

WHEREAS, Bradford L. Fitzpatrick. is entitled to refund of payment made as of date of eligibility of August 18,2023;

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 Bradford L. Fitzpatrick, in the amount of \$1,650.18 which is the amount of the overpayment of 3rd quarter 2023 taxes to said property owner.

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 4th quarter of 2023 balance of \$3,616.84 property taxes and the 1st and 2nd preliminary quarters for 2024 taxes for the property known as block 102 lot 6 assessed in the name of Bradford L. Fitzpatrick.

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 October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 158, 2023

A RESOLUTION AUTHORIZING THE PLACEMENT OF A LIEN ON BLOCK 16.01, Lot 9 (2254 Shore Road) IN ACCORDANCE WITH CHAPTER 99, SECTION 3 OF THE CODE OF THE CITY OF LINWOOD

WHEREAS, Consistent with N.J.S.A. 40:48-2.14, Linwood City Code Chapter 99, Brush, Grass and Weeds, Section 3, Failure to comply; costs to become lien on property, provides that charges incurred by the City of Linwood in the removal and abatement of brush, grass and weeds on private property shall become a lien on the subject property; and

WHEREAS, the Linwood Code Enforcement Officer has placed the owner of Block 16.01, Lot 9 on notice with regard to certain conditions on the aforesaid property that constitute a nuisance in accordance with Chapter 99, Section 2 of the Linwood City Code and has formally required abatement of the nuisance; and

WHEREAS, the property owner failed to abate the condition within twenty days of the date of the notice; and

WHEREAS, the Linwood Lawn Maintenance Contractor has cleaned the property and abated the nuisance at the cost of \$1,500.00; and

WHEREAS, the Common Council of the City of Linwood wishes to place a lien on Block 16.01, Lot 9 located at 2254 Shore Road in the amount of \$1,500.00 in accordance with the terms and conditions of Chapter 99, Section 3 of the Linwood City Code;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood that the costs expended in the amount of \$1,500.00 shall be charged against the subject property and shall constitute a lien on Block 16.01, Lot 9, 2254 Shore Road in the City of Linwood.

BE IT FURTHER RESOLVED, that this lien shall bear interest and shall be enforced and collected as provided for in the Linwood City Code.

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 October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 159, 2023

A RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION FOR THE
LINWOOD MUNICIPAL ALLIANCE GRANT FOR FY2025

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

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

1. The Common Council of the City of Linwood does hereby authorize submission of a strategic plan for the Linwood Municipal Alliance grant for fiscal year 2025 in the amount of:

DEDR	<u>\$7,481.09</u>
Cash Match	<u>\$1,870.27</u>
In-Kind	<u>\$5,610.82</u>

2. The Common Council of the City of Linwood 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 25th day of October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 160, 2023

A RESOLUTION AUTHORIZING THE HIRING OF KYLE REITZEL AS A LABORER IN
THE CITY OF LINWOOD PUBLIC WORKS DEPARTMENT

WHEREAS, a vacancy exists in the position of Laborer in the City
of Linwood Public Works Department; and

WHEREAS, the Common Council of the City of Linwood is desirous of
filling the aforesaid vacancy;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City
of Linwood, County of Atlantic, that Kyle Reitzel is hereby hired at
an annual rate of \$41,600 in accordance with the Linwood Salary
Ordinance and all amendments thereto;

BE IT FURTHER RESOLVED, Kyle Reitzel is hereby hired effective
October 30, 2023.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a
satisfactory completed background check on Kyle Reitzel.

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
October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 161, 2023

A RESOLUTION AUTHORIZING THE CITY OF LINWOOD TO ADVERTISE FOR BIDS FOR
LAWN MAINTENANCE SERVICES FOR THE CITY OF LINWOOD

WHEREAS, the City of Linwood is desirous of receiving bids for
Lawn Maintenance Services for the City of Linwood; and

WHEREAS, specifications have been revised and are on file and
available for inspection in the Office of the City Clerk, Linwood, New
Jersey;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City
of Linwood, Atlantic County, New Jersey that the aforesaid
specifications are hereby approved;

BE IT FURTHER RESOLVED, by the Common Council of the City of
Linwood, Atlantic County, New Jersey that the City Clerk is hereby
directed to advertise for bids for the aforesaid in the October 31,
2023 issue of The Press, bids to be received on Tuesday, November 28,
2023 at 10:00 A.M. prevailing time at the Municipal Clerk's Office,
Linwood, New Jersey;

BE IT FURTHER RESOLVED, that the Common Council of the City of
Linwood reserves the right to reject all bids.

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
October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION No. 162, 2023

A RESOLUTION AUTHORIZING THE CITY OF LINWOOD TO ADVERTISE FOR BIDS FOR SNOW REMOVAL SERVICES FOR THE CITY OF LINWOOD

WHEREAS, the City of Linwood is desirous of receiving bids for Snow Removal Services for the City of Linwood; and

WHEREAS, specifications have been revised and are on file and available for inspection in the Office of the City Clerk, Linwood, New Jersey;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, Atlantic County, New Jersey that the aforesaid specifications are hereby approved;

BE IT FURTHER RESOLVED, by the Common Council of the City of Linwood, Atlantic County, New Jersey that the City Clerk is hereby directed to advertise for bids for the aforesaid in the October 31, 2023 issue of The Press, bids to be received on Tuesday, November 28, 2023 at 10:30 A.M. prevailing time at the Municipal Clerk's Office, Linwood, New Jersey;

BE IT FURTHER RESOLVED, that the Common Council of the City of Linwood reserves the right to reject all bids.

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 October, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 25th day of October, 2023.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____