

Monday Evening  
Riverside, NJ  
January 28, 2008  
8:00p.m.

**STATEMENT:**

**Public Notice** of this meeting pursuant to the Open Public Meetings Act has been given by the Riverside Township Committee in the following manner:

1. Posting written notice on the official bulletin board at the Township Municipal Building on January 4, 2008.
2. Written notice was delivered to the Burlington County Times on January 4, 2008 and mailed to the Courier Post on January 4, 2008.
3. Filed written notice with the Clerk of the Township of Riverside on January 4, 2008.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Township Municipal Building with the following members present: Messrs. Prisco, Carroll, Mrs. Hatcher, and Mr. Conard together with Municipal Clerk Dydek, Administrator Jack and Solicitor Saponaro. Mr. Polino was excused.

**Motion made by Mr. Carroll and Mr. Conard that the following minutes be approved as written: December 3, 2007 Work Session, December 17, 2007 Work Session, December 17, 2007 Regular Meeting, December 17, 2007 Closed Session Meeting. Upon roll call, the vote was as follows: Ayes – Messrs. Carroll, Conard and Mrs. Hatcher. Nays – None. Abstain – Mr. Prisco. Motion carried.**

Mr. Prisco stated that before the minutes of the Reorganization Meeting are approved, there are some typographical errors that need to be corrected, and stated the errors.

**Motion made by Mrs. Hatcher and Mr. Prisco made a motion that the minutes of the Reorganization Meeting of January 1, 2008 be approved with the corrections that Mr. Prisco stated, and the minutes of the Special Meeting of January 7, 2008 and the minutes of the Work Session Meeting of January 7, 2008 be approved as written carried.**

Chairman Conard opened the meeting to the public for agenda items only. Hearing nothing from the public, **motion made by Mr. Carroll and Mr. Prisco to close Public Portion (Agenda Items Only) carried.**

**ORDINANCES:**

The following ordinance was introduced at a Special Meeting of January 7, 2008 of the Riverside Township Committee, and published in the Burlington County Times on January 15, 2008. Ordinance 2008 - #01 entitled, **“AN ORDINANCE OF THE TOWNSHIP OF RIVERSIDE FIXING THE COMPENSATION OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF RIVERSIDE IN THE COUNTY OF BURLINGTON STATE OF NJ FOR 2008”**.

Mr. Carroll questioned the position of Senior Mechanic on the Ordinance. Administrator Jack stated that the position is a part of the contract. Mr. Carroll questioned if the position will be filled. Administrator Jack answered in the negative.

Chairman Conard opened the Public Portion.

Hearing nothing from the Public, **motion made by Mr. Carroll and Mrs. Hatcher carried: Public Portion be closed.**

**Motion made by Mrs. Hatcher, seconded by Mr. Carroll that the foregoing ordinance be passed on the second and final reading. Upon roll call, the vote was as follows:**

**Ayes – Mrs. Hatcher, Messrs. Carroll and Conard.**

**Nays – None.**

**Abstain – Mr. Prisco.**

**Motion carried.**

**RESOLUTIONS:**

**RESOLUTION 2008-#25 BUDGET TRANSFER**

**Mr. Carroll made a motion to adopt Resolution 2008-#25, seconded by Mr. Prisco. Upon roll call, the vote was as follows: Ayes – Messrs. Carroll, Prisco, Mrs. Hatcher, and Mr. Conard. Nays – None. Motion carried.**

**ACTION:**

Mr. Carroll questioned the qualifications of Mr. Thomas Mahoney regarding the Construction Code Official Position. Administrator Jack stated that Mr. Mahoney holds the following State of New Jersey licenses: Construction Code Official, Building Sub Code Official, Building Inspector, ICS, Fire Inspector, HS, Fire Sub Code Official, Plumbing Sub Code Official and Family I & II HVAC. Mr. Carroll questioned if Mr. Mahoney was in the process of being screened for the position. Administrator Jack stated that Mr. Mahoney was appointed as the temporary Construction Code Official, and DCA gave until January 31, 2008 to appoint. Administrator Jack stated that Mr. Mahoney has been doing a terrific job during his temporary appointment.

- 1) **Mr. Carroll made a motion, seconded by Mrs. Hatcher** appointing Thomas Mahoney as Construction Code Official **carried.**
- 2) **Motion made by Mr. Prisco and Mr. Carroll** authorizing the execution of a solid waste service contract providing for the continuation of recycling and solid waste disposal services for the calendar year 2008 **carried.**
- 3) Administrator Jack explained the procedure for appointing Class II Special Police Officers. **Motion made by Mrs. Hatcher, seconded by Mr. Carroll authorizing the appointment of Christopher Knight and Michael Filandro as Class II Police Officers for the Riverside Township Police Department for calendar year 2008 carried.**
- 4) **Mrs. Hatcher made a motion** to authorize a payment program for Mr. and Mrs. John Kakowski regarding Landlord Registration late fees with the retroactive date to begin receiving payments as of January 1, 2008, **seconded by Mr. Carroll carried.**

Mr. Prisco questioned the amount requested regarding the authorization to submit a grant application to the Hamburger Helper Hometown Hero's Program. Administrator Jack explained that if the grant is awarded, the maximum amount is usually \$15,000.00 and if that is received, it would be used for netting, benches and fences.

- 5) Authorization given to submit a grant application to the Hamburger Helper Hometown Hero's Program for improvements to Whomsley Field on **motion by Mr. Prisco and Mr. Carroll carried.**

Administrator Jack explained that if this grant was received, it would be used for grass seeding, and irrigation as well as other needed work to the fields.

- 6) **Motion made by Mrs. Hatcher and Mr. Carroll** authorizing to submit a letter of inquiry to the Baseball Tomorrow fund for improvements to Whomsley Field **carried.**
- 7) **Motion made by Mr. Carroll, seconded by Mr. Prisco** authorizing to submit an application to the New Jersey Tree Foundation for free trees **carried.**

- 8) **Mrs. Hatcher made a motion** authorizing to initiate a Small Cities grant application for ADA renovations at Town Hall, **seconded by Mr. Conard carried.**

**SHADE TREE REQUESTS:**

- 1) 614 New Jersey Avenue – Tree Removal.
- 2) 302 Paine Street – Tree Removal.

**CORRESPONDENCE:**

Administrator Jack gave a brief explanation of the listed correspondence. Mrs. Hatcher questioned if the correspondence regarding Lee and Carroll Streets was related to the drainage issue. Administrator Jack answered in the affirmative. Mrs. Hatcher questioned if there were other grants that could be applied for. Administrator Jack stated she is always working with the Engineer searching for more funding, and that this issue should rank high on the roadway improvements program.

- 1) NJ DOT Local Aid Infrastructure Fund – Lee and Carroll Streets.
- 2) NJDOT Municipal Aid Program – Filmore, Taylor and Kossuth Streets.
- 3) NJ Board of Chosen Freeholders – Riverside / Delanco Municipal Alliance Plan.
- 4) NJ DEP Hazardous Discharge Site Remediation Fund – Whomsley Field.

**COMMITTEE REPORTS:**

**DEPARTMENT OF PUBLIC SAFETY:**

Chief Tursi reported the Police Activity for December 2007: Investigations – 72, Adult Arrests Total – 42, Motor Vehicle Summons – 149, Motor Vehicle Accidents – 14, Juvenile Charges – 4, Curfew Violations – 0, Stationhouse Adjustments – 1, False Alarm Calls – 13, False Alarm Summons for Violations Issued: 5, Domestic Violence Cases – 11, DWI Arrests - 6. Chief Tursi also reported the various training that the Officers attended; meetings that were attended by the Officers, correspondence received, and grants that are currently being pursued as well as grant programs that have been received. A copy of the report is on file in the Clerk's Office.

**DEPARTMENT OF PUBLIC WORKS:**

Mr. March reported on the following: the Public Works Department will be working on fall leaf collection until the last week in January, Christmas Trees are still being picked up, branches were picked up, leaves are currently being cleaned from the parks, lots and ball fields and the banners and Christmas decorations were taken down. The street sweeper has been through all sections of the Township, and they are currently working on coal patches throughout the Township. The anticipated work for February was reported.

Mrs. Hatcher stated that should there be a snow storm, she will be accompanying Mr. March during the snow plowing process so that she may be acclimated with the process in case of any residential complaints.

**DEPARTMENT OF REVENUE AND FINANCE:**

Mr. Prisco reported that budget time is approaching.

**DEPARTMENT OF RECREATION:**

Mr. Carroll had nothing to report.

**DEPARTMENT OF PUBLIC EVENTS AND ECONOMIC DEVELOPMENT:**

Mrs. Hatcher stated that a schedule of public events will be advertised in the positive press as well as being advertised on the new sign on the corner of Scott Street and Pavilion Avenue.

**SOLICITOR'S REPORT:**

Solicitor Saponaro had nothing to report.

**CLERK – COLLECTOR'S REPORT:**

Mrs. Dydek reported the Real Estate Collection Status as follows: prior year – 96.03%, current year – 9.72%, and next year – 0 %. Mrs. Dydek also reported that the first quarter of 2008 is due on February 1, 2008 and the grace period will be extended until Monday February 11, 2008 since February 10, 2008 is on a Sunday.

Mrs. Dydek Reported on the Fourth Quarter Vital Statistics report for 2007 as follow: Number of people applying for certified copies: Birth Certificates – 55, Marriage Certificates – 49, Death Certificates – 72, Marriage Licenses – 11. Miscellaneous Information: Births of Riverside Residents – 23, and Deaths of Riverside Residents – 17. A copy of this report is on file in the Municipal Clerk's Office.

Mrs. Dydek also reported that there have been 257 dog licenses issued, 34 cat licenses issued, letters were sent to all professional appointments requesting contracts be submitted, all appointed members to boards were sent letters notifying them to come into the office so the Oath of Office may be administered, and the Presidential Primary will be held on February 5, 2008. A copy of this report is on file in the Municipal Clerk's Office.

**CODE ENFORCEMENT OFFICER:**

The report is on file in the Municipal Clerk's Office. Mayor Conard asked if there were any questions pertaining to the report. No questions were presented. Mrs. Jack stated the report was an annual report for 2007 and most of the cases were closed.

**ENGINEER'S REPORT:**

The report is on file in the Municipal Clerk's Office.

**ADMINISTRATOR'S REPORT:**

Mrs. Jack reported the entire Town has been swept using the street sweeper and that an upcoming schedule is being determined, since there are problems because the street sweeper needs to go around parked cars. Mrs. Jack also stated that the schedule of events for planned activities will be distributed to the residents along with the annual packet which will also contain the storm water regulations, the public works schedule, all for the year 2008, will be sent out in March so that all the residents will be aware of the schedules by April. Mrs. Jack stated that she will be working on the storm water management, personnel manual, grant applications, and a road way improvement plan and the upcoming budget meetings. Mrs. Jack stated that the Township website will be updated to include addresses for administration. Mrs. Hatcher questioned if the Committee's web addresses will be listed. Mrs. Jack answered that eventually they will be, but the first step is to add the administration. Mr. Prisco questioned if the proposed budget meeting that was discussed was still going to be held. Mrs. Jack answered in the negative.

**RECEIPTS:**

CONSTRUCTION CODE	PERMITS	\$	250.00
CONSTRUCTION CODE	PERMITS	\$	305.00
MUNICIPAL COURT	FINES	\$	12,008.54
CONSTRUCTION CODE	PERMITS	\$	1,180.00
TWP TAX COLLECTOR	INTEREST T/C	\$	848.78
TWP TAX COLLECTOR	INTEREST T/RDP	\$	136.85
CONSTRUCTION CODE	PERMITS	\$	1,045.00
CONSTRUCTION CODE	PERMITS	\$	327.00
RICHARD ISOLDA	DISCOVERY	\$	22.00
DAVID CUEO	DISCOVERY	\$	15.65
JAMES FATTORII	DISCOVERY	\$	21.41
RICHARD ISOLDA	DISCOVERY	\$	12.50
ROBERT RAILIGA	DISCOVERY	\$	4.50
COMCAST	FRANCHISE TAX	\$	21,848.34
M CHIACCIO	REFUND	\$	36.09
F S GURK	DISCOVERY	\$	2.25
RVSD BD OF ED	POL OFFICER	\$	3,000.00
CONSTRUCTION CODE	PERMITS	\$	769.00
CONSTRUCTION CODE	PERMITS	\$	1,166.00

Motion made by Mrs. Hatcher and Mr. Prisco that the following bills be approved for payment carried:

DATE 01/30/08 TIME 11:55 AM  
99

TOWNSHIP OF RIVERSIDE  
CHECK REGISTER

OPERATOR -  
CHECKS FROM 01/01/08 TO 01

BANK #	CHECK DATE	VENDOR#	PAY TO THE ORDER OF	CHECK	AMOUNT
0	01/28/08	1275	AMERICAN ASPHALT CO., INC.	* 287	10,114.98
0	01/28/08	31165	MEREDITH PAVING CORPORATION	* 288	4,435.51
0	01/28/08	16790	GLUCKWALRATH LLP	* 289	4,546.08
0	01/28/08	4642	BURLINGTON COUNTY COUNCIL	* 1004	56.40
0	01/28/08	156	A-2-Z EMBLEMS L.L.C.	* 1005	228.00
0	01/28/08	8236	DELTRAN EMERGENCY SQUAD	* 1006	260.00
0	01/28/08	2645	ROBERT BARTH	* 1076	200.00
0	01/28/08	3055	MARK BERNSTEIN	* 1077	200.00
0	01/28/08	48725	STATE OF NEW JERSEY-TREASURER	* 10755	275.00
0	01/28/08	3750	HORIZON BLUE CROSS BLUE SHIELD	* 10756	3,857.81
	( PAY TO VENDOR )	3750	HORIZON BLUE CROSS BLUE SHIELD		
0	01/28/08	4639	BURLINGTON COUNTY JOINT	* 10757	125,835.00
0	01/28/08	4060	PHILIP BOOKMAN, DVM	* 10758	125.00
0	01/28/08	31230	HORIZON BLUE CROSS & BLUE	* 10759	52,764.01
	( PAY TO VENDOR )	31230	HORIZON BLUE CROSS & BLUE		
0	01/28/08	45015	RICOH CUSTOMER FINANCE CORP.	* 10760	74.00
0	01/28/08	14350	FORD MOTOR CREDIT COMPANY	* 10761	3,307.18
	( PAY TO VENDOR )	14350	FORD MOTOR CREDIT CO.MUNICIPAL		
0	01/28/08	6675	COMCAST	* 10762	190.00
	( PAY TO VENDOR )	6675	COMCAST		
0	01/28/08	1119	ALL-WAYS AGENCY	10763	90.00
0	01/28/08	1230	AMERICAN LEGION POST 146	10764	185.00
0	01/28/08	1231	AMERICAN LEGION AUX. UNIT 146	10765	210.00
0	01/28/08	1949	AT & T	10766	457.86
0	01/28/08	3080	BEVAN SECURITY SYSTEMS INC.	10767	256.00
0	01/28/08	3750	HORIZON BLUE CROSS BLUE SHIELD	10768	4,051.37
	( PAY TO VENDOR )	3750	HORIZON BLUE CROSS BLUE SHIELD		
0	01/28/08	4627	TREASURER - BURLINGTON COUNTY	10769	6,953.71
0	01/28/08	4650	BURLINGTON COUNTY TIMES	10770	623.50
0	01/28/08	6075	CITY OFFICE OUTFITTERS	10771	63.55
0	01/28/08	6690	COURIER POST	10772	40.41
0	01/28/08	6947	CRYSTAL SPRINGS	10773	26.20
	( PAY TO VENDOR )	6947	CRYSTAL SPRINGS		
0	01/28/08	8220	DEER PARK SPRING WATER COMPANY	10774	36.50
	( PAY TO VENDOR )	8220	DEER PARK SPRING WATER COMPANY		
0	01/28/08	8235	DELL COMPUTER CORPORATION	10775	1,046.59
	( PAY TO VENDOR )	8235	DELL MARKETING		
0	01/28/08	8236	DELTRAN EMERGENCY SQUAD	10776	450.00
0	01/28/08	8671	DIVERSIFIED PRODUCTS	10777	579.90
	( PAY TO VENDOR )	8671	DIVERSIFIED PRODUCTS		
0	01/28/08	10400	E & F ENGRAVING EMPORIUM	10778	331.40
0	01/28/08	10420	EAGLE POINT GUN/TJ MORRIS & SO	10779	948.00
0	01/28/08	14350	FORD MOTOR CREDIT COMPANY	10780	1,653.59
	( PAY TO VENDOR )	14350	FORD MOTOR CREDIT CO.MUNICIPAL		
0	01/28/08	15750	GENERAL CODE PUBLISHERS	10781	550.00
0	01/28/08	17070	GOOD IMPRESSIONS, INC.	10782	200.00
0	01/28/08	18666	HERITAGE CLEANERS & TAILORS LL	10783	360.00
0	01/28/08	22105	INDUSTRIAL VALLEY	10784	575.00
0	01/28/08	29028	LSI LINE SYSTEMS, INC	10785	1,200.73
0	01/28/08	30075	LOWTHERS SMALL ENGINE INC.	10786	551.50
0	01/28/08	31854	FIRST MOBILE TECHNOLOGIES	10787	491.37
0	01/28/08	33225	MUNICIPAL CLERKS ASSOCIATION	10788	175.00

Check numbers 10748 - 10754 are void.

TOWNSHIP OF RIVERSIDE  
CHECK REGISTER

#	CHECK DATE	VENDOR#	PAY TO THE ORDER OF	CHECK	AMOUNT
0	01/28/08	34255	NJ CONFERENCE OF MAYORS	10789	280.00
0	01/28/08	34263	NEOPOST	10790	295.00
0	01/28/08	34266	VERIZON	10791	213.05
0	01/28/08	34271	N J STATE LEAGUE OF	10792	745.00
0	01/28/08	34290	NEW JERSEY-AMERICAN	10793	237.80
0	01/28/08	36929	OFFICE BUSINESS SYSTEMS, INC.	10794	491.00
0	01/28/08	37510	OLD DOMINION BRUSH CO.	10795	236.25
0	01/28/08	39489	PETROLEUM TRADERS CORPORATION	10796	31,785.59
0	01/28/08	40424	POLSKY'S UNIFORMS & WORKWEAR	10797	756.97
0	01/28/08	40830	PSE&G	10798	13,214.09
0	01/28/08	41020	PUBLIC WORKS ASSOC OF N.J.	10799	50.00
0	01/28/08	45025	RIVERSIDE BOARD OF EDUCATION	10800	603,290.08
0	01/28/08	45096	RIVERSIDE WATER RECLAMATION	10801	679.00
0	01/28/08	45656	RPZ, INC.	10802	450.00
0	01/28/08	46280	RUTGER'S-STATE UNIVERSITY	10803	122.00
0	( PAY TO VENDOR )	46280	RUTGER'S-STATE UNIVERSITY		
0	01/28/08	47048	J.W. SCOTT	10804	917.64
0	01/28/08	47056	SCHWERING HARDWARE INC.	10805	50.61
0	01/28/08	47628	SIGN A RAMA, USA	10806	864.22
0	01/28/08	48290	SOUTH JERSEY SANITATION	10807	15,913.00
0	01/28/08	48715	STALKER APPLIED CONCEPTS, INC.	10808	4,190.00
0	01/28/08	48725	STATE OF NEW JERSEY-TREASURER	10809	650.00
0	01/28/08	49480	TAX COLLECTOR AND TREASURER	10810	150.00
0	01/28/08	49482	TAX COLLECTOR AND TREASURERS	10811	150.00
0	01/28/08	49850	TEKTRON CORPORATION	10812	1,245.90
0	01/28/08	49860	TELK	10813	165.00
0	01/28/08	51130	TREASURER'S OFFICE	10814	513,511.56
0	01/28/08	51135	TREASURER RIVERSIDE TOWNSHIP	10815	100.00
0	01/28/08	55455	VIRTUA AT WORK MT. HOLLY	10816	57.75
0	01/28/08	57695	WESTERN PEST SERVICES	10817	43.00
0	01/28/08	61717	XTEL COMMUNICATIONS INC.	10818	103.90
0	01/28/08	5685	CERTIFIED LABORATORIES	10819	344.00
0	( PAY TO VENDOR )	5685	CERTIFIED LABORATORIES		
0	01/28/08	23426	MEGHAN JACK	10820	140.00
0	01/28/08	24260	NJEDA	10821	500.00
0	01/28/08	40911	MICHAEL G. PTASZENSKI	10822	200.00
0	01/28/08	45033	THE POSITIVE PRESS	10823	350.00
0	01/28/08	48725	STATE OF NEW JERSEY-TREASURER	10824	5.00
0	01/28/08	48786	A. E. STONE	10825	521.96
0	01/28/08	48725	STATE OF NEW JERSEY-TREASURER	10827	130.00
0	01/28/08	34280	VERIZON ONLINE	10828	179.85
0	( PAY TO VENDOR )	34280	VERIZON ONLINE		

\*\* BANK TOTAL \*\*

1,421,905.37

**PUBLIC PORTION**

- 1) **Ms. Regina Collinsgru, 225 Delaware Avenue**, questioned why the street sweeper is put away until the spring. Mrs. Jack answered that since the street sweeper uses water to clean, it is not recommended that it be used when the temperature reaches a certain degree. Ms. Collinsgru questioned Mr. March on the status of the conditions of the banners that are hung on the lamp posts on Scott Street since they were purchased by the Riverside Business Association. Ms. Collinsgru questioned if they should be replaced. Mr. March stated that that he will review the banners and inform Ms. Collinsgru of his inspection. Ms. Collinsgru asked Mrs. Jack to give a statement for the Positive Press newspaper on the upcoming Township website enhancement.
- 2) **Mr. Jose Horta, 115 Polk St.**, questioned the downsizing of the girls' soccer fields. Mayor Conard stated that the fields are not being downsized, the new regulations state that girls between the ages of six years of age and eight years of age should play on smaller fields. The Mayor stated that there are no finalized plans concerning the fields, the Township is waiting to see if grants that were applied for are received.

Hearing nothing further from the Public, **motion made by Mrs. Hatcher and Mr. Prisco carried: Public Portion be closed.**

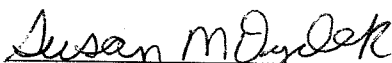
**RESOLUTION:**

**RESOLUTION 2008 - #26 A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.**

**Mr. Prisco made a motion to adopt Resolution 2008-#26, seconded by Mr. Carroll. Upon roll call, the vote was as follows: Ayes – Messrs. Prisco, Carroll, Mrs. Hatcher, and Mr. Conard. Nays – None. Motion carried.**

**Mr. Prisco made a motion to reopen the meeting following the Closed Session, seconded by Mr. Carroll, carried.**

**There being no further business to attend to, motion made by Mr. Conard and Mrs. Hatcher that the meeting be adjourned, and so declared by Chairman Conard.**

  
Susan M. Dydek, RMC  
Municipal Clerk

/smd