

Monday Evening  
Riverside, NJ  
February 26, 2018  
**Regular Meeting**  
7:00p.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 Riverside Township Administrative Office Building on January 4, 2018.
2. Written notice was delivered to the Burlington County Times and the Courier Post on January 4, 2018.
3. Filed written notice with the Clerk of the Township of Riverside on January 4, 2018.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Township Municipal Building 1 W. Scott Street Riverside, NJ 08075.

**ROLL CALL**

Mr. Hart – present, Mr. Miller – excused, Mr. Frey – present, Mr. Kimble – present, Mrs. Hatcher – present.

Also present: Municipal Clerk Susan M. Dydek, Police Chief William Eliason, Administrator Meghan Jack and Attorney Albert Marmero.

**RESOLUTIONS:**

Mr. Hart made a motion to adopt Resolution 2018-#41 entitled, “**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR THE TOWNSHIP OF RIVERSIDE.**” seconded by Mr. Frey. Upon roll call, the vote was as followed: Ayes – Messrs. Frey, Kimble, Hart and Mrs. Hatcher. Nays – None. Motion carried.

Mr. Frey made a motion to adopt Resolution 2018-#42 entitled, “**APPOINTMENT – SERGEANT, BRANDON CONARD.**” seconded by Mr. Hart. Upon roll call, the vote was as followed: Ayes – Messrs. Frey, Kimble, Hart and Mrs. Hatcher. Nays – None. Motion carried.

**OATH OF OFFICE:**

Mayor Hatcher administered the Oath of Office to Brandon Conard.

Motion made by Mr. Frey, seconded by Mr. Hart to recess the meeting at 7:10pm carried.

Motion made by Mr. Frey, seconded by Mr. Kimble to reopen the meeting at 7:20pm carried.

**APPROVAL OF MINUTES:**

Motion made by Mr. Frey and Mr. Kimble that the minutes of the Work Session Meeting of January 22, 2018 be approved as written. Upon roll call the vote was as follow: Ayes – Mrs. Hatcher, Messrs. Frey and Kimble. Nays – None. Abstain – Mr. Hart. Motion carried.

Motion made by Mr. Frey and Mr. Hart that the minutes of the Regular Meeting of January 22, 2018, the Closed Session Meeting of January 22, 2018, the Special Meeting of February 5, 2018, the Closed Session Meeting of February 5, 2018 and the Work Session Meeting of February 5, 2018 be approved as written carried.

**OPEN PORTION – AGENDA ITEMS:**

Mayor Hatcher opened the meeting to the public for agenda items only.

Hearing nothing further from the public, motion made by Mr. Frey and Mr. Kimble to close Public Portion (Agenda Items Only) carried.

**ORDINANCES:**

The following Ordinance was introduced at the Regular Meeting of January 22, 2018 and advertised in the Burlington County Times on January 29, 2018. **ORDINANCE 2018 - #1** entitled, **“RIVERSIDE TOWNSHIP ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK.”**

Mayor Hatcher opened the Public Portion.

Hearing nothing from the public, motion made by Mr. Frey and Mr. Kimble that Public Portion be closed. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Frey, Kimble and Hart. Nays – None. Abstain – None. Motion carried.

Motion made by Mr. Kimble, seconded by Mr. Hart that the foregoing Ordinance be passed on second and final reading. Upon roll call, the vote was as follows:

Ayes – Messrs. Hart, Frey, Kimble and Mrs. Hatcher.

Nays – None.

Abstain – None.

Motion carried.

## CONSENT AGENDA

**Mr. Frey made a motion, seconded by Mr. Kimble that the consent agenda be approved carried.**

The following Resolutions were contained in the consent agenda:

- |            |   |
|------------|---|
| 2018 - #34 | A Resolution of the Riverside Township Committee rescinding Resolution 2017-#114 entitled, "Municipal Lien".  |
| 2018 - #35 | Appointment of a Chief Financial Officer.   |
| 2018 - #36 | Resolution authorizing the refund of the overpayment of a duplicate invoice for Mercantile License 2018-00472 to Marie Egberts in the amount of \$45.00   |
| 2018 - #37 | Resolution authorizing the refund of the overpayment of a duplicate invoice for Landlord Registration, Invoice 2018-00188 to Catherine Grilli regarding block 3201 lot 8 in the amount of \$100.00. |
| 2018 - #38 | Dedication by Rider – Kidz Fun Zone (Community Policing) Trust Fund.  |
| 2018 - #39 | Budget Transfers.   |
| 2018 - #40 | Municipal Alliance Grant.   |

## ACTION:

- 1) Authorization to approve Solicitor's Licenses for Joan E. Schober, Andrew T. Williams, Kenneth J. Winder, Alena Golley, Patrick Bjornson and Bryant Geissler to sell soft serve ice-cream for Mr. Softee pending a successful background investigation **approved on motion by Messrs. Kimble and Hart carried.**
- 2) **Mr. Hart made a motion** to approve the authorization of a Raffle License for the Delran Education Association to hold a raffle on March 3, 2018 from 6:30pm-11:00pm at the Madison Café **seconded by Mr. Kimble carried.**

## SHADE TREE COMMITTEE REQUEST

- 1) Nancy and Joseph Schreiner – 54 Park Avenue – Tree Removal.

## CORRESPONDENCE

- 1) State of New Jersey, Department of Transportation – Award of \$250,000.00 for the NJDOT Fiscal Year 2018 Municipal Aid Program for Hooker, Filmore and Washington Street Improvements.

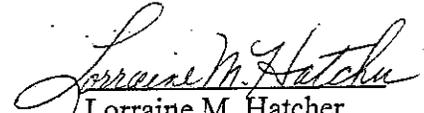
RESOLUTION 2018 - #34A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE RESCINDING RESOLUTION  
2017 - #114 ENTITLED, "MUNICIPAL LIEN."

Whereas, the Township of Riverside adopted Resolution 2017 - #114 entitled, "Municipal Lien" on September 18, 2017; and

Whereas, Resolution 2017 - #114 was unneeded.

Now, Therefore, Be It Resolved, that the Township Committee of the Township of Riverside hereby authorizes the rescinding of Resolution 2017 - #114 entitled, "Municipal Lien."

Adopted the 26<sup>th</sup> Day of February 2018 at the Meeting of the Township Committee of the Township of Riverside.

  
Lorraine M. Hatcher  
Mayor

  
Susan M. Dydek, RMC  
Municipal Clerk

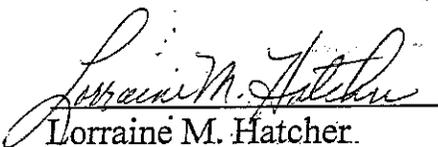
**RESOLUTION 2018 - #35**  
**APPOINTMENT OF A CHIEF FINANCIAL OFFICER**  
**FOR THE TERM COMMENCING**  
**JANUARY 1, 2017 TO DECEMBER 31, 2020**

**WHEREAS**, N.J.S.A.40A:9-140.10 provides that the governing body shall appoint a Chief Financial Officer; and

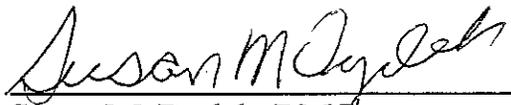
**WHEREAS**, the Township Committee of the Township of Riverside wishes to appoint Linda Lewis to the position of Chief Financial Officer retroactive to January 1, 2018; and

**WHEREAS**, N.J.S.A.40:9-140.10 provides that a Chief Financial Officer shall hold his/her office for a four – year term.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that Linda Lewis is hereby appointed as Chief Financial Officer for the term of January 1, 2018 to December 31, 2021.

  
Lorraine M. Hatcher  
Mayor

ATTEST:

  
\_\_\_\_\_  
Susan M. Dydek, RM  
Municipal Clerk

TOWNSHIP OF RIVERSIDE  
RESOLUTION 2018-#36

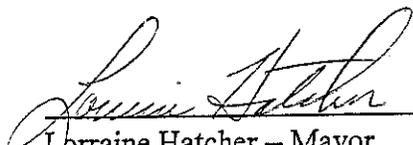
~~Resolution Authorizing the Refund of the overpayment of a duplicate Invoice for  
Mercantile License Invoice 2018-00472 to Maria Egberts in the amount of \$45.00~~

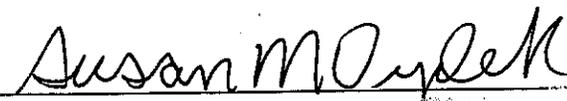
Whereas, Maria Egberts paid the 2018 Mercantile License fee the amount of \$140 for 2018  
where the amount due was \$100 creating an overpayment of \$70 for invoice 2018-00472.

Whereas, Maria Egberts owes for the 2018 Vending License fee the amount of \$25 on invoice  
2018-776. We apply \$25 of the \$70 due creating an overpayment of \$45.

~~NOW, THEREFORE BE IT RESOLVED~~ by the Township of Riverside that the CFO is  
authorized to issue a refund to Maria Egbert in the amount of \$45.00

Refunded to Maria Egbert  
118 Hopewell Rd.  
Marlton, NJ 08053

  
Lorraine Hatcher – Mayor

  
Susan M. Dydek – Municipal Clerk

TOWNSHIP OF RIVERSIDE  
RESOLUTION 2018-#37

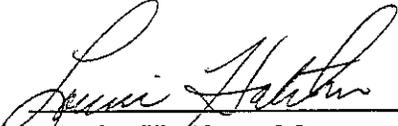
**Resolution Authorizing the Refund of the overpayment of a duplicate Invoice for Landlord Registration Invoice 2018-00188 to Catherin Grilli regarding block 3201 lot 8 in the amount of \$100.00**

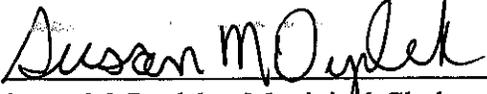
Whereas, Catherin Grilli paid the 2018 landlord Registration fee in association with Block 3201 Lot 8 in the amount of \$200 for 2018 and the amount due was \$100 creating an overpayment of \$100 for invoice 2018-00188.

**NOW, THEREFORE BE IT RESOLVED** by the Township of Riverside that the CFO is authorized to issue a refund to Catherin Grilli in the amount of \$100.

Refunded to Catherin Grilli  
18 Stark Lane  
Delran, NJ 08075

**BE IT FURTHER RESOLVED** that copies of said resolution be forwarded to the Tax Collector.

  
\_\_\_\_\_  
Lorraine Hatcher – Mayor

  
\_\_\_\_\_  
Susan M. Dydek – Municipal Clerk

## Resolution 2018-#38

Dedicated by Rider-Kidz Fun Zone (Community Policing) Trust Fund

A Resolution requesting permission for the dedication by rider for  
Kidz Fun Zone Trust Fund (Community Policing) as required by N.J.S.A. 40A: 5-29

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A: 5-29 provides for receipt of Donations by the municipality to provide for the operating costs to administer this act; and

WHEREAS, N.J.S.A. 40A: 4-39 provides the dedicated revenues anticipated from the Community Policing Trust Funds are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Riverside, County of Burlington, New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Recreation Program Trust Fund.
2. The Clerk of the Township of Riverside, County of Burlington is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Adopted this 26<sup>th</sup> day of February, 2018

And certified as a true copy of original.

  
Susan M. Dydek, RMC  
Township Clerk

TOWNSHIP OF RIVERSIDE  
RESOLUTION NO. 2018-#39

WHEREAS, there are certain 2017 Budget Appropriations of the Township of Riverside, which are insufficient to meet the requirements for operating affairs of the Township, and

WHEREAS, there are other 2017 Budget Appropriations where there are unexpended balances which will not be needed for such purposes, and

WHEREAS, the Revised Statutes N.J.S.A. 40A: 4-58 provides for the transfers from such accounts that have unexpended balances; now during the last two months of the year;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Riverside in the County of Burlington that the following sums AS OF 12/31/2017:

From	Account #	Amount
Township/Municipal Clerk	7-01-20-120-200	15249.03
<b>Total</b>		<b>\$15,249.03</b>
		<b>Amount</b>
<b>To</b>		
Collection of Taxes Other Expenses	7-01-20-145-200	47.31
Engineer Professional Services	7-01-20-165-200	6914.87
Construction Code Other Expenses	7-01-22-195-200	4854.89
Streets and Roads Other Expenses	7-01-26-290-200	1391.39
Building and Grounds Other Expenses	7-01-26-310-200	2040.57
<b>Total</b>		<b>\$15,249.03</b>

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey, at a Regular Meeting thereof, held on February 26, 2018.

*Susan M. Dydek*  
Susan M. Dydek, RMC  
Municipal Clerk

**RIVERSIDE TOWNSHIP RESOLUTION 2018 - #40**

**FORM 1B**

**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.

**WHEREAS**, The Township Committee of the Township of Riverside, County of Burlington, 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 Township Committee 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 Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Burlington;

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Riverside, County of Burlington, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Riverside/Delanco Municipal Alliance grant for fiscal year 2019 in the amount of:

DEDR	<u>\$14,235.00</u>
Cash Match	<u>\$3,558.75</u>
In-Kind	<u>\$10,676.25</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_

Lorraine M. Hatcher, Mayor

**CERTIFICATION**

I, Susan M. Dydek, Municipal Clerk of the Township of Riverside, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on this 26th day of February, 2018.

\_\_\_\_\_  
Susan M. Dydek, RMC - Municipal Clerk

TOWNSHIP OF RIVERSIDE  
COUNTY OF BURLINGTON

RESOLUTION NO.2018 - #41

RESOLUTION AUTHORIZING  
EXECUTION OF AGREEMENT  
FOR THE TOWNSHIP OF RIVERSIDE

WHEREAS, the Township of Riverside wishes to resolve the issues addressed and detailed within the agreement attached as Exhibit A the form and substance of such is attached and incorporated by reference;

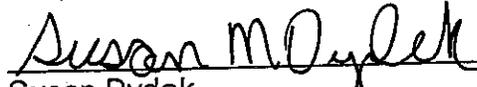
WHEREAS, the Township of Riverside wishes to accept and approve of the employee's request accompanying Exhibit A;

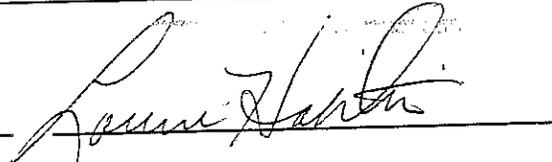
NOW, THEREFORE, BE IT RESOLVED THAT the Mayor and Committee of the Township of Riverside hereby:

1. Adopts and approves Exhibit A (including Attachment A thereto) and the Business Administrator's execution of same on behalf of the Township;
2. Accepts and approves of the employee's request and authorizes the Township Administrator to take all necessary action, within reason, to comply with its terms and the terms of Exhibit A (including Attachment A thereto) on behalf of the Township.

Committeemember	Motion	Second	Yes	No	Abstain	Absent
Hart	1ST		✓			
Miller						✓
Frey		2nd	✓			
Kimble			✓			
Hatcher			✓			

Adopted: February 26, 2018

  
Susan Dydek,  
Municipal Clerk

  
Mayor

**TOWNSHIP OF RIVERSIDE  
RESOLUTION NO. 2018 - #42  
APPOINTMENT - SERGEANT, BRANDON CONARD**

**WHEREAS**, a vacancy exists in the Township of Riverside Police Department in the position of Police Sergeant; and

**WHEREAS**, the Department of Civil Service of the State of New Jersey has certified a list of eligible candidates, who have qualified by competitive examination for appointment to the position of Police Sergeant; and

**WHEREAS**, Police Officer Brandon Conard appears in the third position on list of eligible candidates; and

**WHEREAS**, the Chief of Police recommends that Police Officer Brandon Conard be promoted to the position of Police Sergeant, effective February 27, 2018, or as soon thereafter as may be practicable.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Township of Riverside, County of Burlington, State of New Jersey that Police Officer Brandon Conard is hereby promoted to Sergeant within the Township's Police Department effective February 27, 2018, or as soon thereafter as may be practicable at the annual salary of \$108,041.03 in effect for that position; and

**BE IT FURTHER RESOLVED**, that this promotion is subject to the approval of the Civil Service Commission, applicable provisions of the Civil Service law and related regulations.

Motion: *Frey*

Second: *HART*

Vote: *Ayes - Frey, Hart, Kimble and Hatcher. Nays - None. Absent - Miller.*

I hereby certify that the above resolution was duly adopted by the Mayor and Council of the Township of Riverside at a meeting of said Township Council held on February 26, 2018.

*Susan M. Dydek*  
\_\_\_\_\_  
Susan Dydek  
Municipal Clerk of the Township of Riverside

**DEPARTMENT OF PUBLIC SAFETY:**

Chief Eliason reported the Police Activity for January 2018: Incidents – 594, Investigations – 89, Adult Arrests Total – 60, Motor Vehicle Summons – 97, Motor Vehicle Accidents – 9, Juvenile Charges – 6, Curfew Violations – 0, Protective Custody – 0, Stationhouse Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 13, False Alarm Warning Letters - 1. Chief Eliason reported on the various trainings that the Officers attended, the various programs in which the officers and the Chief participated in, and various awards and commendations that the police officers received. A copy of the report is on file in the Office of the Municipal Clerk.

Mayor Hatcher question the supply of Narcan that the Police have. Chief Eliason stated that there is one Narcan in each car and there is an extra for each car. When the Narcan is used, it is replenished from the County.

Mayor Hatcher commended Chief Eliason for being sworn in as President to the Burlington County Chiefs Association. Mayor Hatcher also commended Brandon Conard on his new appointment as Sergeant.

Mayor Hatcher reported the Delran Emergency Squad for January 2018: Medical Emergencies – 76, Motor Vehicle Accidents – 3, Fire Stand Bys – 5, Non-Emergency Transports - 0, Patients transported to the hospital – 46 and Patients refused treatment & transportation – 33.

**DEPARTMENT OF PUBLIC WORKS:**

Mr. Frey reported on leaf pick-up has been completed and the Public Works Department will be back out on leaf pick-up the last two weeks in April. Potholes are being patched. Mayor Hatcher questioned Mr. Holt if potholes have been repaired on Washington Street and Webster Street? Mr. Holt answered stating that the areas in the school district are patched when school hours have ended. Mr. Holt stated that the asphalt that was received from the supplier is not working well. Delran Township is also having a problem with the same asphalt. Mayor Hatcher stated that there are branches on Cleveland Avenue off of Greenwood Avenue. Administrator Jack will send the resident a notice. Mr. Holt reported that he and Mr. Hart walked on the property at Whomsley Field and located an area that may be used as a fishing. This will be further considered at upcoming work session meetings.

**DEPARTMENT OF REVENUE AND FINANCE:**

Mr. Hart reported that tax collection is much higher than last year, and a quarterly budget report will be generated in the future.

**BILLS AND EXPENDITURES:**

**Motion made by Mr. Frey and Mr. Hart to approve the bills and expenditures for payment carried.**

**DEPARTMENT OF RECREATION:**

Mr. Kimble had no report.

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

Mr. Miller was not in attendance. Mr. Frey reported that Mr. Miller has been working on the Easter Egg Hunt which will be held on March 24, 2018 beginning at 11:30am. Also, the Junior Township Committee has disbanded.

**SOLICITOR'S REPORT:**

Solicitor Marmero had no report.

**ENGINEER'S REPORT:**

The Engineer's Report has been submitted and a copy of the report is on file in the Municipal Clerk's Office.

Mayor Hatcher questioned if the cracks in the Police Department will be fixed this year? Administrator Jack stated that this will have to be discussed at the budget meetings.

**ADMINISTRATOR'S REPORT:**

Administrator Jack reported that the Township is moving forward with the budget process and is waiting for the Certification for State Aid. A DOT Grant award was received in the amount of \$250,000.00 for the Phase XII Street Improvement Project. The Easter Egg Hunt will be held at Whomsley Field at 11:30am on March 24, 2018 for children ten years of age and younger.

**Motion made by Mr. Hart, seconded by Mr. Kimble, approving all the reports that were submitted carried.**

**PUBLIC PORTION**

Mayor Hatcher opened the Public Portion

- 1) David Dunkerson – Willingboro, NJ – Mr. Dunkerson recommended that the Township consider the following events: bringing a carnival to the Spring Garden Street Park, having a 3 on 3 basketball game in the park with the Riverside Bull Dog Cheerleaders, have face painting, as well as other events at the park. Mr. Frey stated that he will be in contact with Mr. Dunkerson in the future to discuss potential events.
- 2) John Mongon – 329 Lippincott Ave – Mr. Mongon stated that there is no building in the Township for the children to practice wrestling in. Mr. Mongon stated that there is nothing in the Township for the children to do and stated that there needs to be more activities to keep the children out of trouble. Mr. Mongon stated that the Township should really research into have turf on sports fields before considering installing it. Mr. Mongon stated that turf fields contribute to concussions and other injuries. Mr. Mongon

also stated that the Little Green Bulldogs have changed their name. They will now be known as the Riverside Junior Rams.

**In seeing that no members of the public wishing to speak, motion made by Mr. Frey and Mr. Kimble carried: Public Portion be closed.**

**There being no further business to attend to, motion made by Mr. Hart and Mr. Kimble and that the meeting be adjourned, and so declared by Mayor Hatcher.**

  
Susan M. Dydek, RMC  
Municipal Clerk