

Monday Afternoon
 Riverside, NJ
 December 10, 2018
Regular Meeting
 4:30pm

STATEMENT:

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

1. Posting written notice on the official bulletin board at the Riverside Township Administrative Office Building on February 21, 2018.
2. Written notice was delivered to the Burlington County Times and the Courier Post on February 21, 2018.
3. Filed written notice with the Clerk of the Township of Riverside on February 21, 2018.

The regular meeting of the Riverside Sewerage Authority was held on the above date at the Riverside Township Administrative Office Building 237 S. Pavilion Avenue Riverside, NJ 08075.

ROLL CALL

Mr. Mingin – present, Mr. Horton – present, Mr. Conard – present, Mr. Van Meter – present, Mr. Haman – present.

Also present: Secretary Susan M. Dydek, Treasurer Meghan Jack, Superintendent Joseph Bader, Assistant Superintendent Jeffrey Conard and Attorney James Grace.

RESOLUTIONS:

Mr. Horton made a motion to adopt Resolution 2018-#38 entitled, "Adoption of the 2019 Authority Budget" seconded by Mr. Mingin. Upon roll call, the vote was as followed: Ayes – Messrs. Horton, Mingin, Van Meter, Conard and Haman. Nays – None. Motion carried.

Mr. Horton made a motion to adopt Resolution 2018-#39 entitled, "Resolution for Salary Increase" seconded by Mr. Mingin. Upon roll call, the vote was as followed: Ayes – Messrs. Horton, Mingin, Van Meter, Conard and Haman. Nays – None. Motion carried.

Mr. Conard made a motion to adopt Resolution 2018-#40 entitled, "A Resolution of the Riverside Sewerage Authority Authorizing the Treasurer as the "Authority" to pay all bills through the end of the year" seconded by Mr. Horton. Upon roll call, the vote was as followed: Ayes – Messrs. Mingin, Horton, Van Meter, Conard and Haman. Nays – None. Motion carried.

2019 ADOPTED BUDGET RESOLUTION RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Riverside Sewerage Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Riverside Sewerage Authority at its open public meeting of November 12, 2018; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,884,393, Total Appropriations, including any Accumulated Deficit, if any, of 1,884,393 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 200,000 and Total Unrestricted Net Position planned to be utilized of \$ 150,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Riverside Sewerage Authority, at an open public meeting held on November 4, 2018 that the Annual Budget and Capital Budget/Program of the Riverside Sewerage Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

Susan M. Opeck, RMC
(Secretary's Signature)

12/10/18
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

G. Haman
R. Van Meter
R. Horton
G. Conard, Sr.
R. Mingin

X
X
1st
X
2nd

RESOLUTION 2018 - #39
RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION FOR SALARY INCREASE

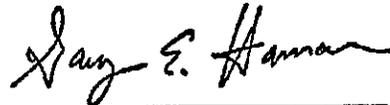
WHEREAS, the Riverside Sewerage Authority has adopted the 2019 Budget; and

WHEREAS, the Treasurer has certified that funds are available for an increase in the salaries of certain employees of the Riverside Sewerage Authority; and

WHEREAS, it is the desire of the Riverside Sewerage Authority to increase the pensionable salaries of the following positions by two-percent (2%) for the calendar year 2019: the Treasurer, Secretary, Administrative Assistant, Billing Clerk and Clerk; and

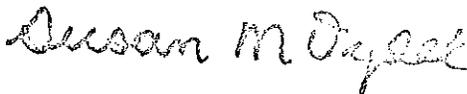
WHEREAS, the Riverside Sewerage Authority recognizes that certain employees' salaries are contractual and will abide by the contractual increases of said applicable employees.

NOW, THEREFOR, BE IT RESOLVED, by the Riverside Sewerage Authority that the pensionable salaries of the Treasurer, Secretary, Administrative Assistant, Billing Clerk and Clerk shall be increase by two-percent (2%) for the calendar year 2019 and the salary increases of the applicable contractual employees shall increase by the terms of their contract.



Gary Haman
Chairman

Attest:



Susan M. Dydek, RMC
Authority Secretary

RESOLUTION 2018 - #40**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY
AUTHORIZING THE TREASURER THE "AUTHORITY" TO PAY ALL BILLS
THROUGH THE END OF THE YEAR.**

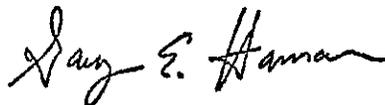
WHEREAS, the Riverside Sewerage Authority is holding their final regular public meeting of the year on December 10, 2018; and

WHEREAS, notwithstanding prior transfers and to assure that all 2018 budget appropriations have adequate funds to support the Riverside Sewerage Authority's activities through year-end, the Riverside Sewerage Authority hereby authorizes that the Treasurer be delegated the "authority" to make additional transfers of funds, if required; and

WHEREAS, the Riverside Sewerage Authority authorizes that the Treasurer has the authority to pay all necessary bills through year end.

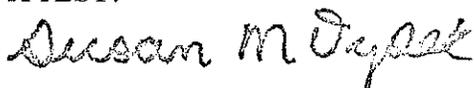
NOW, THEREFORE, BE IT RESOLVED, by the Riverside Sewerage Authority located in the Township of Riverside, County of Burlington, State of New Jersey, that the Treasurer is hereby delegated the authority to make transfers of funds in the 2018 budget and pay all necessary bills and expenditures to assure uninterrupted Sewerage Authority operations with ratification by the Riverside Sewerage Authority at the next Sewerage Authority Meeting.

BE IT FURHER RESOLVED, that all of the applicable Sewerage Authority Officers, whom are authorized to sign the checks to pay the aforementioned bills and expenditures, are hereby authorized to sign such checks.



Gary Haman, Chairman

ATTEST:



Susan M. Dydek, RMC
Authority Secretary

APPROVAL OF MINUTES:

Motion made by Mr. Horton and Mr. Mingin that the minutes of the Regular Meeting of November 5, 2018 be approved as written carried.

PUBLIC PORTION – (TECHNICAL):

In seeing no members of the public present, motion made by Messrs. Conard and Horton to close Public Portion (Technical) carried.

OLD BUSINESS:

- 1) Cesareo Felices – 428 Delaware Avenue – Change sewer billing to one (1) unit. The property is no longer a two (2) family dwelling. **Motion to table this request until more information is received made by Mr. Horton, seconded by Mr. Conard carried.**

NEW BUSINESS:

- 1) James Smith – 302 Paine Street – Vent overflowing. (Received call 11-5-18.)
- 2) (No Name) – 517 8th Street – Sewer Complaint. (Message left on Township Administrator's voicemail.)
- 3) Chris Mobley – 242 Kossuth Street – Sewer backing up into lower toilet and basement. (Received call 11-29-18) over the weekend.)
- 4) Plant Laborer Position – **Motion made by Mr. Van Meter and Mr. Mingin authorizing the Authority Secretary to advertise the employment notice for the Laborer Position carried.**

ACTION:

- 1) **Mr. Horton made a motion** authorizing the Authority Secretary to advertise and receive RFP/RFQ for Riverside Sewerage Authority Professional Services for the year 2019 **seconded by Mr. Conard carried.**

CORRESPONDENCE:

- 1) New Jersey Utility Authorities Joint Insurance Fund – 2018 Dividend. **Mr. Horton made a motion to apply this to the 2019 premium seconded by Mr. Mingin carried.**

REPORTS:**PLANT:**

Mr. Conard reported that the Plant is running smoothly.

APPEALS:

Mr. Mingin reported that he will inspect 428 Delaware Avenue again tomorrow.

REVENUE AND FINANCE:

Mr. Haman reported that everything is satisfactory.

STREETS:

Mr. Van Meter reported that everything is satisfactory.

INSPECTIONS:

Mr. Horton reported that the Township Inspector sent out a Notice of Violation to a property located at 415 Heulings Avenue because their vent pipe is sticking 2 feet out of the ground.

SUPERINTENDENT'S REPORT:

Superintendent Bader reported on the Trouble Log Summary for November 2018. There were BOD5 and TSS effluent violations in January 2018. The Riverside Sewerage Authority believed these violations to be lab errors with Eurofin Labs and reported these violations on the January's DMR's. The Riverside Sewerage Authority's Affirmative Defense for the violations may not be approved, which may result in a NJDEP fine. Mr. Haman questioned if this should be turned over to the attorney? Superintendent Bader stated that the cost of the fine may be smaller than the Attorney's costs. Mr. Haman questioned if the Defense is not approved, can it be appealed? Superintendent Bader answered in the affirmative.

Assistant Superintendent questioned the status of the Utility Vehicle replacement? Mr. Horton stated that the Riverside Sewerage Authority was going to join a Co-Op. Treasurer Jack said that the Authority is not able to join the Co-Op and explained that it is only for Townships and School Districts. Mr. Horton questioned if the Authority can utilize a Shared Service with the Township in order to purchase through the Co-Op? Treasurer Jack stated that the Township will renew their Co-Op participation in January. Chairman Haman instructed Assistant Superintendent Conard to obtain other options with regard to the Utility Vehicle

Assistant Superintendent Conard reported that he inspected 112 N. Pavilion Avenue for a later replacement and 644 River Drive for a lateral disconnect (cap.)

Motion made by Mr. Conard, seconded by Mr. Horton to accept the Superintendent's Report carried.

ENGINEER'S REPORT:

The Engineer's Report was submitted. There were no questions or concerns presented.

The report is on file in the Authority Secretary's Office.

Motion made by Mr. Conard, seconded by Mr. Mingin to accept the Engineer's Report carried.

MONTHLY FINANCIAL REPORT:

Treasurer Jack reported that regarding the Township, she had a meeting with the Developer SJM and they may come to the January 14, 2019 meeting to discuss correspondence that was previously sent between the Riverside Sewerage Authority and the prior Developer Hovnanian. The Authority recommended that the Authority Attorney be present if the Developer is in attendance.

BILLS AND EXPENDITURES:

Several items of the bill list were reviewed.

Motion made by Mr. Conard, seconded by Mr. Horton that all bills and expenditures be paid, carried.

PUBLIC PORTION (INFORMATIONAL)

Chairman Haman opened the Public Portion.

Hearing nothing from the public, motion made by Mr. Horton and Mr. Conard to close Public Portion (Informational) carried.

Chairman Haman wished everyone a Merry Christmas and Happy New Year.

There being no further business to attend to, motion made by Mr. Conard and Mr. Van Meter that the meeting be adjourned, and so declared by Chairman Haman.


Susan M. Dydek, RMC
Authority Secretary

