

Monday Afternoon
Riverside, NJ
January 13, 2020
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 13, 2019.
2. Written notice was delivered to the Burlington County Times and the Courier Post on February 13, 2019.
3. Filed written notice with the Clerk of the Township of Riverside on February 13, 2019.

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

ROLL CALL

Mr. Mingin – present, Mr. Horton – present, Mr. Conard – present, Mr. Van Meter – not in attendance, Mr. Haman – not in attendance.

Also present: Authority Secretary Susan M. Dydek, Treasurer Meghan Jack, Auditor Brent Lee and Superintendent Joseph Bader.

Auditor Brent Lee was present to review the sufficiency of the Riverside Sewerage Authority's projected cash flows for the years ending 2019 through 2024. Auditor Lee reported on the five (5) year projection with and without rate increases.

Auditor Lee reviewed the Connection Fee Calculation and stated that the last projection was completed in the year 2010. Auditor Lee reviewed Exhibit "A": Total Debt paid from 2011 through 2018 - \$1,597,730.41, Total Capital Additions from 2011 through 2018 - \$1,417,123.34, Total Accumulated Costs through December 31, 2018 – 18,231,997.12, Number of Equivalent Dwelling Units through December 2018 – 2,877, the Calculated Connection Fee - \$6,337.16, the Proposed Fee - \$6,300.00. Auditor Lee explained that should the Authority wish to approve the increase, there would have to be a Public Hearing with a stenographer and attorney present.

RESOLUTION:

Mr. Mingin made a motion to adopt Resolution 2020 - #1 entitled, "A Resolution of the Riverside Sewerage Authority of the Township of Riverside Authorizing the Cancellation of Sewer Taxes on Foreclosed Properties" seconded by Mr. Conard. Upon roll call the vote

**RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION 2020 - #1**

**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY OF THE
TOWNSHIP OF RIVERSIDE AUTHORIZING THE CANCELLATION OF SEWER
TAXES ON FORECLOSED PROPERTIES**

WHEREAS, Riverside Township Tax Collector conducted a tax sale of the Owner's Property on October 17, 2018 resulting in the issuance of

Tax Sale Certificate #: 18-00004 for Block 403 Lot 8 for the property located at 643 St. Mihiel Drive; and

Tax Sale Certificate # 18-00009 for Block 805 Lot 4.01 for the property located at 215 N. Fairview Street;

WHEREAS, said certificates were recorded with Burling County Clerks Office on December 17, 2018 in Book 13366, Page 2607 and Page 2677 respectively; and

WHEREAS, on May 9, 2019, Riverside filed an *In Rem* Foreclosure action in the Superior Court of New Jersey, Foreclosure Unit, under Docket No.: SWC-F-008811-19 and obtained a Final Judgment on September 26, 2019; and

WHEREAS, Township owned properties have an exemption from sewer tax.

THEREFORE, BE IT RESOLVED, by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey that the following sewer taxes are hereby cancelled:

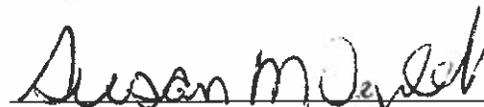
- 1) Block 403 Lot 8, 643 St. Mihiel Drive - \$187
- 2) Block 805 Lot 4.01 215 N. Fairview Street - \$100



Richard Horton, Vice - Chairman
Riverside Sewerage Authority

CERTIFICATION

I hereby certify that the foregoing is a true copy of a Resolution that was duly adopted by the Riverside Sewerage Authority at their Regular Meeting held on the 13th day of January 2020 in the Township of Riverside, County of Burlington, State of New Jersey.



Susan M. Dydek, RMC
Authority Secretary

**RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION 2020 - #2
RESOLUTION AUTHORIZING OVERPAYMENT**

WHEREAS, Tax Sale Certificate #19-00032, Block 2301 Lot 28 also known as 601 S. Chester Ave was redeemed by the property owner and;

WHEREAS, subsequent tax payments received after the lien redeemed created an overpayment;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside authorizes the refund of said overpayment:

\$982.35

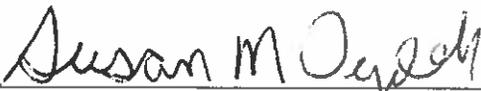
Payable to: Us Bank Cust PROCAP 8 MGT II
US BANK CUST PROCAP 8 MGT II
50 South 16th Street Suite 2050 Philadelphia, Pa 19102.

BE IT FURTHER RESOLVED that copies of said resolution be forwarded to the Riverside Township Tax Collector, and the Riverside Township Chief Financial Officer for their information and any appropriate action.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Riverside Sewerage Authority on this the 13th day of January 2020.



Richard Horton Vice – Chairman



Susan M. Dydek, RMC
Authority Secretary

RESOLUTION 2020 - #3A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AWARDING
THE CONTRACT FOR THE SEWER PLANT OFFICE/GARAGE BUILDING
ROOF REPLACEMENT PROJECT.

WHEREAS, the Riverside Sewerage Authority has requested quotes for the Sewer Plant Office/Garage Building Roof Replacement Project; and

WHEREAS, quotes have been received from the following for the same in accordance with the request:

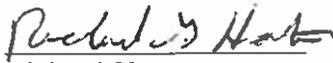
<u>Bidder:</u>	<u>Base Bid:</u>	<u>Alternate #1 Bid:</u>	<u>Total:</u>
Robert Ganter Contractors, Inc.	\$56,400.000	\$78,000.00	\$134,400.00
D. A. Nolt, Inc.	\$91,196.00	\$62,271.00	\$153,467.00
Tortorice Contractors, Inc.	\$80,609.00	\$112,342.00	\$192,951.00
USA General Contractors Corp.	\$75,820.00	\$130,000.00	\$205,820.00

WHEREAS, the bid of Robert Ganter Contractors, Inc. in the amount of \$56,400.00 for the Base Bid is hereby determined by the Riverside Sewerage Authority to be a responsible quote.

NOW, THEREFORE, BE IT RESOLVED, by the Riverside Sewerage Authority that the Contract for Sewer Plant Office/Garage Building Roof Replacement Project shall be awarded to Robert Ganter Contractors, Inc.

Adopted the 13th day of January 2020 at a Regular Meeting of the Riverside Sewerage Authority.


Susan M. Dydek, RMC
Authority Secretary


Richard Horton
Vice - Chairman

was as follows: Ayes – Messrs. Mingin, Conard and Horton. Abstain – None. Nays – None. Motion carried.

Mr. Conard made a motion to adopt Resolution 2020 - #2 entitled, “Resolution Authorizing Overpayment” seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Conard and Horton. Abstain – None. Nays – None. Motion carried.

Mr. Mingin made a motion to adopt Resolution 2020 - #3 entitled, “A Resolution of the Riverside Sewerage Authority authorizing the Sewer Plant Office/Garage Building Roof Replacement Project” to pay all bills through the end of the year” seconded by Mr. Conard. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Conard and Horton. Abstain – None. Nays – None. Motion carried.

APPROVAL OF MINUTES:

Motion made by Mr. Conard and Mr. Mingin that the minutes of the Regular Meeting of December 9, 2019 be approved as written carried.

PUBLIC PORTION – (TECHNICAL):

None.

OLD BUSINESS:

- 1) SJM Riverside (Taubel Mills) – Treasurer Jack reported that she will be meeting with the Developer.

NEW BUSINESS:

- 1) Brett Mc Laughlin – 241 Sylvan Street – Sewer smell from the washer and master bathroom.
- 2) John Radano – 614 Bridgeboro Street - Sewer backing up, need clean – out marked.
- 3) Stephanie Broms – 700 Henry Street – Vent overflowing, please check.
- 4) EDU Calculation.
- 5) Independent Accountant’s Report on Applying Agreed – Upon Procedures.
- 6) Superintendent’s Contract.

ACTION:

- 1) **Mr. Conard made a motion** Authorizing to approve twelve (12) weeks of sick leave for Jacqueline Ransburgh **seconded by Mr. Mingin carried.**
- 2) **Motion made by Messrs. Mingin and Conard** authorizing to appoint Meghan Jack as the Human Resources Officer to assist employees who are victims of domestic violence **carried.**
- 3) **Mr. Conard mad a motion** authorizing to appoint Susan M. Dydek as the Secondary Human Resources Officer in the event that the Human Resources Officer is unavailable **seconded by Mr. Mingin carried.**

CORRESPONDENCE:

- 1) Pennoni – Arc Flash and Short Circuit Study.
- 2) Stout & Caldwell – Will Service Request – Chester Avenue, Block 48, Lots 2 & 3.

REPORTS:**PLANT:**

Mr. Conard reported that everything was satisfactory.

APPEALS:

Mr. Mingin had no report.

REVENUE AND FINANCE:

Mr. Haman was not in attendance.

STREETS:

Mr. Van Meter was not in attendance.

INSPECTIONS:

Mr. Horton reported that there were no inspections for the month.

SUPERINTENDENT'S REPORT:

Superintendent Bader requested permission to purchase a new hydraulic root cutter that includes a diamond cutter to cut tap intrusions in the collection mains. **Mr. Conard made a motion to approve the aforementioned request seconded by Mr. Mingin carried.** at an upcoming meeting. The lowest bid received was from Peirce-Eagle Equipment Company in the amount of \$7420.00. Superintendent Bader also reported that there is emergent condition that exists at the Plant. Grit Chamber #2 was removed from service for repairs. NJDEP was notified. **Motion made by Mr. Conard, seconded by Mr. Mingin to approve the purchase of the necessary parts to repair Grit Chamber #2 carried.**

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

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

ENGINEER'S REPORT:

The Engineer's Report was submitted.

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 was not in attendance.

BILLS AND EXPENDITURES:

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

PUBLIC PORTION (INFORMATIONAL)

Vice-Chairman Horton opened Public Portion (Informational.)

In seeing no members of the Public wishing to speak, **motion made by Mr. Conard and Mr. Mingin to close Public Portion (Informational) carried.**

There being no further business to attend to, motion made by Mr. Conard and Mr. Mingin that the meeting be adjourned, and so declared by Vice - Chairman Horton.


Susan M. Dydek, RMC
Authority Secretary

