

Monday Evening  
Riverside, NJ  
April 20, 2020  
**Teleconference 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 April 14, 2020.
2. Written notice was delivered to the Burlington County Times and the Courier Post on April 14, 2020.
3. Filed written notice with the Clerk of the Township of Riverside on April 14, 2020.

The regular meeting of the Riverside Township Committee was held on the above date during a Teleconference Meeting.

**ROLL CALL**

Mrs. Weaver – present. Mrs. Hatcher – present, Mr. Kimble – present, Mr. Kirk – present, Mr. Frey – present.

Also present: Municipal Clerk Susan M. Dydek, Police Chief William Eliason, Administrator Meghan Jack, Township Attorney Albert Marmero, Emergency Management Coordinator George Conard Jr., Fire Chief Donald Nesbitt and Palmyra Ambulance Chief Dan Norman.

**PROCLAMATIONS:**

None.

**APPROVAL OF MINUTES:**

**Motion made by Mmes. Hatcher and Weaver that the following minutes be approved: The Work Session Meeting of March 16, 2020 and the Regular Meeting March 16, 2020. Upon roll call the vote was as follows: Ayes – Messrs. Kimble and Frey and Mmes. Hatcher and Weaver. Nays – None. Abstain – Mr. Kirk. Motion carried.**

**Motion made by Messrs. Kirk and Kimble that the Teleconference Meeting of April 6, 2020 be approved as written carried.**



**COVID -19 BRIEFING:**

Administrator Jack reported that the Administrative Offices will remain closed because of the COVID – 19 Pandemic in accordance with the recommendations of the Governor. Administrator Jack also reported that the State of New Jersey has stated that the Township cannot extend the date for the second quarter tax payments. Taxes can be paid either online, by mail or by putting payments in the drop box. Construction Permits, Zoning Applications, Resale Applications, Rental License Applications are being processed. Inspections are being done at the Township's discretion. The Public Works Yard will be open on Saturday in order to collect Bulk Trash and electronic items.

Mrs. Hatcher requested to go on the record stating that money cannot be put in the drop box and further explained that she did not want any dimes or quarters placed in the drop box.

Chief Eliason reported that he receives daily updates from the State Police, the State Office of Emergency Management and the County Office of Emergency Management. There have been no interruptions in Police services. The online reporting is going well. The Police Department received the UV Sanitizing Light and it is working well. There were two (2) incidents that may have warranted summons to be issued with regard to the Governor's Orders but the Prosecutor's Office disagreed on one incident. There was an incident that was charged with Terroristic Threats for threatening a female delivery driver. There has been no loss of man hours in the Police Department due to the COVID-19 Pandemic.

Mrs. Hatcher questioned Chief Eliason regarding the Terroristic Threat Incident.

No questions or concerns were presented by the Public regarding the COVID-19 Pandemic.

**OPEN PORTION AGENDA ITEMS:**

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

In hearing that no members of the public wishing to speak, **motion made by Mrs. Hatcher and Mr. Kimble to close Public Portion (Agenda Items Only) carried.**

**ORDINANCES**

**Mrs. Hatcher made a motion to adopt Ordinance 2020 - #4 entitled, "AN ORDINANCE AMENDING ORDINANCE 2017-13 FURTHER AMENDING THE DESIGN GUIDELINES AND BULK STANDARDS FOR THE MILL AT RIVERSIDE" seconded by Mr. Kimble. Upon roll call the vote was as follows: Ayes – Messrs. Kirk, Kimble, Frey, and Mmes. Weaver and Hatcher. Nays – None. Abstain – None. Motion carried.**

**CONSENT AGENDA:**

**Mr. Kimble made a motion, seconded by Mr. Kirk that the Consent Agenda be approved. Upon roll call the vote was as follows: Ayes – Messrs. Kimble, Kirk and Frey and Mmes. Weaver and Hatcher. Nays – None. Abstain – None. Motion carried.**

**RESOLUTION 2020- #50**

**RIVERSIDE TOWNSHIP OVERPAYMENT RESOLUTION**

**BE IT RESOLVED**, that the following overpayment be refunded and cleared from the records and checks drawn to clear the records:

<u>Name</u>	<u>Amount</u>	<u>Address</u>	<u>Reason</u>	<u>Department</u>
Calvan Vanard	\$250.00	204 S.Fairview St. Riverside, NJ 08075	Refund Street Opening Escrow. Permit #1204	Township Clerk

**RIVERSIDE TOWNSHIP  
RESOLUTION 2020 - #51**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

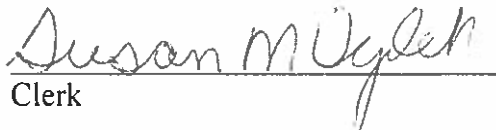
FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township of Riverside, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE TELECONFERENCE MEETING HELD ON APRIL 20, 2020.

  
Clerk

**RIVERSIDE TOWNSHIP****RESOLUTION 2020 - #52****RESOLUTION TO READ BUDGET BY TITLE ONLY**

WHEREAS, N.J.S. 40A:4-8, as amended by L.2015, c. 95, § 14, 2015, provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing, a complete copy of the budget has been made available for public inspection, and has been made available to each person upon request; and

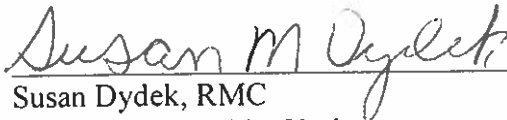
WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, that the budget shall be read by title only.

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
Weaver			X			
Hatcher			X			
Kimble	1st		X			
Kirk		2nd	X			
Frey			X			

**CERTIFICATION**

I, Susan Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Riverside Township Committee at a Teleconference Meeting held on the 20<sup>th</sup> day of April, 2020.

  
 Susan Dydek, RMC  
 Riverside Township Clerk

**RIVERSIDE TOWNSHIP****RESOLUTION 2020 - #53****RESOLUTION FOR LOCAL EXAMINATION**

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Township of Riverside has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township of Riverside meets the necessary conditions to participate in the program for the 2020 budget year, so now therefore

BE IT RESOLVED, by the Township Committee of the Township of Riverside that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officers certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve of uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate, and correctly stated,
  - b. Items of appropriation are properly set forth,
  - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality.

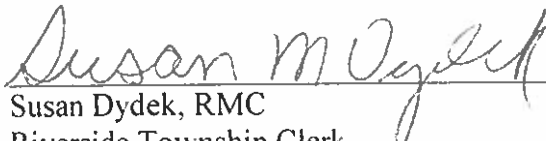
- 5. The budget and associated amendments have been introduced, publicly advertised, and in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
- 6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, THAT A COPY OF THIS RESOLUTION BE FORWARDED TO THE Director of the Division of Local Government Services.

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
Weaver			X			
Hatcher		2 <sup>nd</sup>	X			
Kimble	1 <sup>st</sup>		X			
Kirk			X			
Frey			X			

**CERTIFICATION**

I, Susan Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Riverside Township Committee at a Teleconference Meeting held on the 20<sup>th</sup> day of April, 2020.

  
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 Susan Dydek, RMC  
 Riverside Township Clerk




**2020 BUDGET INTRODUCTION  
RESOLUTION 2020 - #54  
RIVERSIDE TOWNSHIP**

**FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020**

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
<b>Weaver</b>			X			
<b>Hatcher</b>			X			
<b>Kimble</b>	1st		X			
<b>Kirk</b>		2nd	X			
<b>Frey</b>			X			

**CERTIFICATION**

I, Susan Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Riverside Township Committee at its Regular Business Meeting held on the 20<sup>th</sup> day of April, 2020.

  
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Susan Dydek, RMC  
Riverside Township Clerk

## RESOLUTION NO. 2020-#55

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE RIVERSIDE TOWNSHIP PLANNING BOARD TO REVIEW ORDINANCE 2020-#4 FOR THE TOWNSHIP OF RIVERSIDE**

**WHEREAS**, N.J.S.A. 40A:12A-7 authorizes the governing body of any municipality, by resolution, to refer any proposed amendments or revisions to a redevelopment plan to its Planning Board for review and recommendation; and

**WHEREAS**, pursuant to a validly adopted Ordinance, the Committee for the Township of Riverside ("Township") adopted a Redevelopment Plan ("Redevelopment Plan") for the Taubel's Mill Redevelopment Area, ("Redevelopment Area"); and

**WHEREAS**, the Township Committee for the Township of Riverside has directed Environmental Resolutions to prepare amendments to the "Taubel's Mill Redevelopment Plan" and these amendments have been introduced via proposed Ordinance 2020-#4 entitled "An Ordinance Amending Ordinance 2017-13 Further Amending The Design Guidelines And Bulk Standard For The Mill At Riverside which was introduced for a first reading on April 20, 2020, a copy of which is attached to this Resolution; and.

**WHEREAS**, the Township Committee of the Township of Riverside now considers it to be in the best interests of the residents of the Township for the Planning Board to review this Ordinance and report to the Township Committee of the Township of Riverside as to the consistency of the Redevelopment Plan with the Township's Master Plan, pursuant to N.J.S.A. 40A:12A-7(c); and

**WHEREAS**, it is the desire of the Township Committee to submit this proposed Ordinance to the Planning Board for review and recommendation;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, that the Planning Board of the Township of Riverside be directed to review and make recommendations regarding the design guideline and bulk standards for The Mill at Riverside, as introduced in proposed Ordinance 2020-#4 in accordance with the criterion in N.J.S.A. 40A:12A-7(c), and that the Planning Board's recommendation be submitted to the Township Committee for review and approval in accordance with N.J.S.A. 40A:12A-1, et seq.

**Effective Date:** This Resolution shall take effect immediately upon adoption.

Adopted by the Township Committee of the Township of Riverside on this the 20th day of April, 2020.

  
\_\_\_\_\_  
Jason Frey, Mayor  
Riverside Township

**Certification**

Susan Dydek, Municipal Clerk of the Township of Riverside, hereby certifies the foregoing to be a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington and State of New Jersey, at a meeting held on this the 20th day of April, 2020.

  
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Susan Dydek, Clerk  
Riverside Township

**RESOLUTION 2020 - #56**  
**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**

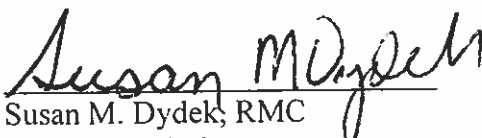
**WHEREAS**, the Township Committee of the Township of Riverside is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Committee of the Township of Riverside to discuss in a session not open to the public certain matters relating to Personnel.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, assembled in teleconference meeting on May 4, 2020 that an Executive Session closed to the public shall be held during the Special Teleconference Meeting of the Township Committee on May 4, 2020 for the discussion of matters relating to the specific items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

**I HEREBY CERTIFY** that the foregoing Resolution was adopted by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, at a Teleconference Meeting held on May 4, 2020.

  
Susan M. Dydek, RMC  
Municipal Clerk

The following Resolutions were contained in the consent agenda:

- |            |   |
|------------|---|
| 2020- #50  | Overpayment Resolution.                       |
| 2020 - #51 | Budget Civil Rights.                          |
| 2020 - #52 | Budget Read by Title Only.                    |
| 2020 - #53 | Budget Local Examination.                     |
| 2020 - #54 | Budget Introduction.                          |
| 2020 - #56 | Planning Board Review of Ordinance 2020 - #4. |

**ACTION:**

- 1) Authorization to approve Peddler/Solicitor's Licenses for Ronald Peak to sell shaved ice pending the Governor's release of business constraints with regard to the COVID-19 **approved on motion by Mrs. Hatcher and Mrs. Weaver carried.**
- 2) **Mr. Kimble made a motion** authorizing to approve Peddler/Solicitor's Licenses for Glen Fields, Kitty Omwenga and Destiny Marie Ortiz to solicit for Inspire Energy. Upon roll call the vote was as follows: Ayes – Messrs. Kimble, Kirk and Mrs. Weaver. Nays – Mrs. Hatcher and Mr. Frey. Abstain – None. **Motion carried.**

**SHADE TREE COMMITTEE REQUEST**

- 1) Fran Nelson – 418 Delaware Avenue – Tree removal.

**CORRESPONDENCE:**

- 1) Denice Becker – Zion Lutheran Church – Thank you.
- 2) State of New Jersey, Department of Transportation – Transit Village 20<sup>th</sup> Anniversary Event.

**REPORTS:**

**DEPARTMENT OF PUBLIC SAFETY:**

Chief Eliason reported the Police Activity for March 2020: Incidents – 542, Investigations – 39, Adult Arrests Total – 26, Motor Vehicle Summons – 87, Motor Vehicle Accidents – 8, Juvenile Charges – 2, Curfew Violations – 0, Protective Custody – 0, Stationhouse Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 7, False Alarm Warning Letters – 0. 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. The report is on file in the Municipal Clerk's Office.

Mayor Frey reported that an EMS report was not received.

Mayor Frey reported that he has been attending meetings with the Governor's representatives and the County Representative Assemblyman Herb Conaway. Also, Mayor Frey has been attending weekly meetings with Assemblywoman Murphy along with Mrs. Hatcher and Mr. Kimble in order to being kept updated with the COVID-19 Pandemic.

Mrs. Hatcher questioned Chief Eliason if the VFW has voiced their support with helping attain a K-9 and questioned if this is why they are going to be hosting the Car Show? Chief Eliason answered in the affirmative.

#### **DEPARTMENT OF PUBLIC WORKS:**

Mrs. Hatcher stated that she doesn't have a report. Administrator Jack said that the report was submitted when neither she or the Clerk was in the Office. Mrs. Hatcher stated that the Public Works Department is continuing with Brush Pick-up, Leaf Pick-up, as well as other maintenance.

Mrs. Hatcher reported on various food donations, and stated that she goes to Burlington City along with Mayor Frey in order to get cases of food for Riverside Township Residents which is distributed by the Moravian Church. Mrs. Hatcher stated that Virtua gives away food. Mrs. Hatcher is trying to obtain a site for food distribution.

Mrs. Hatcher stated that she has a phone number that she can give to anyone who is having a problem obtaining Unemployment Benefits.

Mayor Frey thanked Mrs. Hatcher for her service.

#### **DEPARTMENT OF REVENUE AND FINANCE AND ECONOMIC DEVELOPMENT:**

Mr. Kirk reported that the Budget Process has commenced.

Mayor Frey reported that the State of New Jersey has issued guidelines that the Township may not waive or extend the payment or grace period for payment of property taxes. The Township will look for ways to assist the residents.

#### **DEPARTMENT OF RECREATION:**

Mr. Kimble reported that the 5k is scheduled for September and he is trying to obtain food trucks and a beer garden.

#### **DEPARTMENT OF PUBLIC EVENTS:**

Mrs. Weaver reported that a Virtual Easter Egg Hunt was held and there were three (3) winners. Some families posted pictures on the windows of their homes.

Mrs. Hatcher requested that Mrs. Weaver post the winners on Social Media.

**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.

**ADMINISTRATOR'S REPORT:**

Administrator Jack reported that the Township Projects will be delayed because of the COVID-19 Pandemic. The street sweeper is currently being repaired and the Friday Morning Sweeps will begin in May.

The Public Works Yard will be open on Saturday in order to collect Bulk Trash and electronic items.

**Motion made by Mr. Kirk and Mrs. Hatcher to approve all the reports that were given and submitted. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble and Frey. Nays – None. Abstain – Mrs. Hatcher. Motion carried.**

**BILLS AND EXPENDITURES:**

Mrs. Hatcher questioned the payment in the amount of \$310.00 for an event that the Police Explorer's are requesting to attend and if they are unable to attend, will they reimburse the money to the Township? Chief Eliason stated that the event will be in July or August and the money is raised by the Explorers to attend the event.

**Motion made by Mr. Kimble and Mrs. Weaver to approve the bills and expenditures for payment. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble and Frey. Nays – None. Abstain – Mrs. Hatcher. Motion carried.**

**PUBLIC PORTION:**

Mayor Frey opened Public Portion.

- 1) Jeffrey May – 532 Polk Street – stated the he was in contact with the VFW Commander and he stated that the Car Show may be held in October. Mr. May stated that the Memorial Day Parade may be cancelled because of the COVID-19 Pandemic. The Sheriff's Department is cancelling many of the parades. Also, many of the groups have not responded that they will be attending the parade. Mr. May suggested having a September 11<sup>th</sup> Parade.

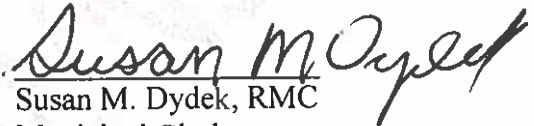
Mrs. Hatcher addressed Mr. May and stated that the Memorial Day Parade was discussed by the Committee in the Work Session and stated that she feels like the Memorial Day Parade will not happen.

Mr. May commended Mrs. Hatcher for all her hard work.

Mrs. Hatcher thanked L&M Bakery for their donation.

**In seeing no additional members of the public wishing to speak, motion made by Mr. Kirk and Mrs. Weaver to close Public Portion carried.**

**There being no further business to attend to, motion made by Mrs. Hatcher and Mr. Kirk that the meeting be adjourned carried.**

  
Susan M. Dydek, RMC  
Municipal Clerk