

Monday Evening  
Riverside, NJ  
May 18, 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 21, 2020.
2. Written notice was delivered to the Burlington County Times and the Courier Post on April 21, 2020.
3. Filed written notice with the Clerk of the Township of Riverside on April 21, 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.

**PROCLAMATIONS:**

None.

**APPROVAL OF MINUTES:**

**Motion made by Messrs. Kirk and Kimble that the following minutes be approved: The Work Session Teleconference Meeting of April 20, 2020, the Regular Teleconference Meeting April 20, 2020, the Work Session Teleconference Meeting of May 4, 2020, the Special Teleconference Meeting of May 4, 2020, the Special Teleconference Meeting of May 4, 2020 the Closed Teleconference Meeting of May 4, 2020 and the Special Teleconference Meeting of May 8, 2020. Upon roll call the vote was as follows: Ayes – Messrs. Kimble, Kirk and Frey and Mmes. Hatcher and Weaver. Nays – None. Abstain – None. Motion carried.**

**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. Weaver and Mr. Kirk to close Public Portion (Agenda Items Only) carried.**

### **ORDINANCES**

The following Ordinance was introduced at the Regular Teleconference Meeting of April 20, 2020 and advertised in the Burlington County Times on May 10, 2020. **ORDINANCE 2020 - #3 entitled, "AN ORDINANCE OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE SALE OF CONTIGUOUS PROPERTY BLOCK 805, LOT 4.01."**

**Mayor Frey opened the Public Portion.**

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

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

**Ayes – Mmes. Hatcher Weaver, Messrs. Kimble, Kirk and Frey.**

**Nays – None.**

**Abstain – None.**

**Motion carried.**

The following Ordinance was introduced at the Regular Teleconference Meeting of April 20, 2020 and advertised in the Burlington County Times on May 10, 2020. **ORDINANCE 2020 - #4 entitled, "AN ORDINANCE AMENDING ORDINANCE 2017-13 FURTHER AMENDING THE DESIGN GUIDELINES AND BULK STANDARDS FOR THE MILL AT RIVERSIDE."**

**Mayor Frey opened the Public Portion.**

- 1) Joseph Pedditto – Questioned if there was going to be a retention pond for the rain water? Mayor Frey answered that the Site Plan will be reviewed by the Planning Board, so the Committee does not have a Site Plan however, one will be presented to the Planning Board in June or July. Mayor Frey stated that the plans that they were shown does not reflect a retention pond on the property. Mr. Pedditto expressed concern with all the buildings, where would the water go. Mayor Frey stated that the Ordinance that is being presented is for the Design Guidelines and Bulk Standards.

Hearing nothing further from the public, **motion made by Mmes. Hatcher and Weaver that Public Portion be closed. Upon roll call, the vote was as follows: Ayes – Mmes. Hatcher**

and Weaver, Messrs. Kirk, Kimble and Frey. Nays – None. Abstain – None. Motion carried.

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

Ayes – Mmes. Hatcher Weaver, Messrs. Kimble, Kirk and Frey.

Nays – None.

Abstain – None.

Motion carried.

Mrs. Weaver made a motion to adopt Ordinance 2020 - #5 entitled, “AN ORDINANCE OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING ENFORCEMENT OF TRAFFIC REGULATIONS UPON THE PRIVATE OR SEMI-PUBLIC ROADWAYS AND PARKING AREAS WITHIN THE DEVELOPMENT KNOWN AS CAMELOT AT RIVERSIDE (BLOCK 602 LOT 2.01 ON THE TAX MAP OF THE TOWNSHIP OF RIVERSIDE.) seconded by Mrs. Hatcher. Upon roll call the vote was as follows: Ayes – Messrs. Kirk, Kimble, Frey, and Mmes. Weaver and Hatcher. Nays – None. Abstain – None. Motion carried.

**PUBLIC HEARING FOR THE ADOPTION OF THE 2020 MUNICIPAL BUDGET:**

In hearing that no members of the public wishing to speak, motion made by Messrs. Kirk and Kimble to close the Public Hearing for the Adoption of the 2020 Municipal Budget carried.

**RESOLUTION:**

Mr. Kirk made a motion, seconded by Mrs. Hatcher to adopt Resolution 2020 - #58 Entitled, “Adoption of the 2020 Municipal Budget” 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.

Mayor Frey thanked Administrator Jack and Chief Financial Officer Michael Mansdoerfer for their work on the budget.

**CONSENT AGENDA:**

Mrs. Hatcher made a motion, seconded by Mr. Kimble 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.

The following Resolutions were contained in the consent agenda:

**RESOLUTION 2020 - #58**  
**ADOPTION OF THE 2020 MUNICIPAL BUDGET**

**RESOLUTION 2020 - #59**  
**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING**  
**COMPENSATION FOR JACQUELYN DORISIO.**

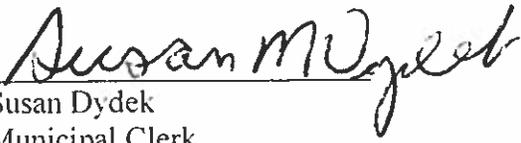
**WHEREAS**, Ms. Dorisio is employed as the Administrative Clerk in the Construction Office; and

**WHEREAS**, Ms. Dorisio performed the duties of the Construction Secretary for the period of November 1, 2019 through January 31, 2020; and

**WHEREAS**, the Governing Body has approved compensation for her additional duties.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside that the applicable Administrative employees shall receive a one-time payment of \$3,000.00 for additional compensation.

Adopted this 18<sup>th</sup> day of May, 2020 and certified as a true copy of an original.

  
Susan Dydek  
Municipal Clerk

RESOLUTION 2020-#60A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING  
A CHANGE ORDER TO THE TOWN HALL EXTERIOR MASONRY REPAIRS  
CONTRACT NO. RSTPX 19004

WHEREAS, the Township of Riverside awarded a contract to Jones Masonry Restoration Corporation; and

WHEREAS, in accordance with the project plans and specifications, the Change Order is to remove and replace a door and frame; and

WHEREAS, the Riverside Township Committee wish to approve the following change to the original contract:

Change Order #1 (increase): \$5,000.00  
Amended Contract Amount: \$67,0000.00

Adopted at the Teleconference Meeting of the Riverside Township Committee on May 18, 2020.

~~Jason Frey, Mayor~~

  
Susan M. Dydek RMC  
Township Clerk

**RESOLUTION 2020 - #61**  
**A RESOLUTION AMENDING THE 2020 FEE SCHEDULE.**

**WHEREAS**, Chapter 150 currently provides for provisions allowing for the levying of annual fees; and

**WHEREAS**, the Township Committee wishes to amend this provision to allow for an increase in certain annual fees;

**NOW, WHEREFORE, BE IT HEREBY ORDAINED** by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that Chapter 150 is hereby as follows:

150-131 Construction Department.

150-131 ( c ) v. Mechanical fixtures and equipment: The fees shall be as follows:

- (a) The fee shall be \$85 for each hot air furnace, hot water boiler, fuel boiler, steam boiler, and oil tank. This list is not all inclusive.
- (b) The fee shall be \$35 for each gas pipe connection and temporary LPG tank.
- (c) The fee shall be \$35 for residential air-conditioning units, coils, condensate pumps, refrigerant lines, and chimney liners.
- (d) The fee shall be \$65 for single-family hydronic piping.

All mechanical installations shall be installed by a New Jersey state licensed master HVACR contractor, except in the case of a single-family residence which is owned and occupied by the homeowner, in which the homeowner shall be allowed to perform mechanical work on the homeowner's dwelling. Refrigeration, piping and chimney verification forms may not be done by the homeowner.

- 2020 - #59                      A Resolution of the Township of Riverside Authorizing Compensation.
- 2020 - #60                      A Resolution of the Township of Riverside Authorizing a Change Order to the Towns Hall Exterior Masonry Repairs Contract No. RSTPX 19004.
- 2020 - #61                      A Resolution amending the 2020 Fee Schedule.

**ACTION:**

- 1) Authorization to enter into and execute contracts with Police Department Command Staff **approved on a motion by Mr. Kirk and Mrs. Weaver carried.**
- 2) Authorization to hire Frank Kopec as the Township Mechanical Sub-Code Official and Inspector **approved on a motion made by Mr. Kirk, seconded by Mrs. Hatcher carried.**

**SHADE TREE COMMITTEE REQUEST**

None.

**CORRESPONDENCE:**

- 1) New Jersey General Assembly – Assembly Resolution No(s) 78 & 79.
- 2) Burlington County Municipal Joint Insurance Fund – Quarterly JIF Loss Ratio Snapshot.
- 3) Burlington County Municipal Joint Insurance Fund – Quarterly MEL Loss Ratio Snapshot.
- 4) Burlington County Municipal Joint Insurance Fund – Quarterly EPL/POL Loss Ratio Snapshot.

**REPORTS:**

**DEPARTMENT OF PUBLIC SAFETY:**

Chief Eliason reported the Police Activity for April 2020: Incidents – 411, Investigations – 31, Adult Arrests Total – 14, Motor Vehicle Summons – 39, Motor Vehicle Accidents – 4, Juvenile Charges – 3, Curfew Violations – 0, Protective Custody – 0, Stationhouse Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 4, 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 ambulance #8092 is out of service for a remount for approximately three months. A loaner ambulance has been obtained and ambulance #8094 which is green and white will be used.

Mrs. Hatcher stated that she was told that the Squad will no longer take the residents to Virtua that they are taking the residents to Cooper Hospital and requested a clarification. Chief Eliason stated that if someone requests to go to a certain hospital, they will be taken there. Chief Eliason said that he was unaware that the Squad was only taking residents to Cooper Hospital. Mrs. Hatcher questioned the agreement with Cooper Hospital and stated that she was not aware of an agreement before changing EMTs. Administrator Jack explained that all of their training is with Cooper Hospital. Mrs. Hatcher questioned Attorney Marmero about the agreement between Cooper Hospital and Palmyra Emergency Squad. Attorney Marmero stated that the Township has not been privy to the Agreement and the Township will have to reach out to Palmyra Emergency Squad. Mr. Kirk stated that when he rode with an EMS Squad, the Squad took people to the closest hospital and maybe Cooper Hospital is closer to Palmyra. Mrs. Hatcher stated that people have told her that their insurance is only accepted by certain hospitals and that is why she was asking.

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

Mrs. Hatcher reported the following: Brush was picked-up, leaves were picked up, road patching was performed, grass cutting commenced, trash was collected in all the parks as well as in the Downtown Area and Township Parks are closed due to the COVID-19 Pandemic. Also, the Township Ball Fields are closed due to the COVID – 19 Pandemic and the Public Works Yard is closed to the Public due to the COVID – 19 Pandemic. The Public Works Department will perform additional maintenance as needed.

Mrs. Hatcher stated that there are many bags of grass around the town and although they Department will pick them up on June 1<sup>st</sup>, this is a long time for bagged grass to be sitting around. Administrator Jack said that they will talk with the Supervisor. Mrs. Hatcher also requested that the men remove the signs that are popping up all over town about purchasing homes. Administrator Jack stated that she will notify the Public Works Supervisor.

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

Mr. Kirk reported that it appears that the Tax Collection is ahead and questioned the Administrator. Administrator Jack said that overall from a collection percentage for the year yes, but in terms of the second quarter individually we are a little behind but not enough for concern.

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

Mr. Kimble reported that he is still monitoring the COVID – 19 Pandemic as well as other race directors. Mr. Kimble is unaware if there will be a race this year.

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

Mrs. Weaver reported that the winners of the Virtual Easter Egg Hunt will receive Amazon Gift Cards as awards. They should receive them by the end of the week.

**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 Budget was adopted. The Sweeper will be picked up this week. It appears that the Township projects will be pushed back to the Summer and Fall. The Planning Board will meet in June via Teleconference and the Taubel Mills Developer will be present at the meeting in order to proceed with the project.

Mrs. Hatcher requested that the sweeper sweep around the little island near Danny's Barbershop.

Mayor Frey questioned if the Developer will be sending out notices to the residents in the area to give them the opportunity to attend the meeting? Administrator Jack answered in the affirmative. Mayor Frey questioned if he was going to set up the Zoom Meeting? Administrator Jack answered, "Yes Please."

**Motion made by Mmes. Hatcher and Weaver to approve all the reports that were given and submitted carried.**

**BILLS AND EXPENDITURES:**

**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 – Mmes. Weaver and Hatcher, Messrs. Kimble, Kirk and Frey. Nays – None. Abstain – None. Motion carried. carried.**

**PUBLIC PORTION:**

Mayor Frey opened Public Portion.

- 1) Joseph Peditto – questioned what is happening with the book box? Administrator Jack said that it will be placed at the Bob Kenney Field. Mr. Peditto question in what location the box will be placed? Administrator Jack answered at the back stop. Mr. Peditto questioned what the height should be? Administrator Jack answered that it should be at a height that is kid friendly. Mr. Peditto questioned if it should be placed in concrete? Administrator Jack answered if that is how it needs to be installed. The Committee decided to change the location of the box to an area near Hooker Street near the fence as not to interfere with sports.

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

**RESOLUTION:**

Mr. Kimble made a motion to adopt Resolution 2020-#62 entitled, "**A RESOLUTION OF THE TOWNSHIP 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**" seconded by Mrs. Hatcher. Upon roll call, the vote was as followed: Ayes – Messrs. Frey, Kimble, Kirk and Mmes. Hatcher and Weaver. Nays – None. Motion carried.

Motion to reopen the meeting made by Mrs. Hatcher and Mr. Kirk carried.

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

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2020 - #62**  
**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**

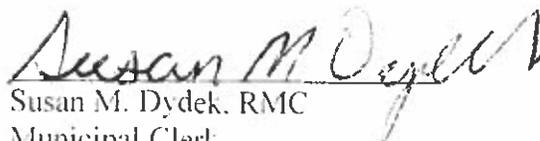
**WHEREAS**, the Township Committee of the Township of Riverside is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**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, Contract Negotiation and Pending Litigation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, assembled in teleconference meeting on May 18, 2020 that an Executive Session closed to the public shall be held during the Special Teleconference Meeting of the Township Committee on May 18, 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 18, 2020.

  
Susan M. Dydek, RMC  
Municipal Clerk

