

Monday Evening  
Riverside, NJ  
June 15, 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 May 19, 2020.
2. Written notice was delivered to the Burlington County Times and the Courier Post on May 19, 2020.
3. Filed written notice with the Clerk of the Township of Riverside on May 19, 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 and Township Attorney Albert Marmero.

**PROCLAMATIONS:**

None.

**APPROVAL OF MINUTES:**

**Motion made by Messrs. Kimble and Kirk that the following minutes be approved: The Work Session Teleconference Meeting of May 18, 2020, the Regular Teleconference Meeting May 18, 2020, the Closed Teleconference Meeting of May 18, 2020, the Special Teleconference Meeting of May 26, 2020 and the Closed Teleconference Meeting of May 26, 2020 carried.**

**OPEN PORTION AGENDA ITEMS:**

In seeing that no members of the public were present, Public Portion (Agenda Items Only) was not opened.



**ORDINANCES**

The following Ordinance was introduced at the Regular Teleconference Meeting of May 18, 2020 and advertised in the Burlington County Times on May 21, 2020. **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.)”**

**Mayor Frey opened the Public Portion.**

Hearing nothing from the public, **motion made by Mr. Kimble and Mrs. Hatcher 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.**

**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:

- |            |  |
|------------|--|
| 2020 - #65 | Authorizing Temporary Relaxation of Rules and Regulations Restricting Outdoor Restaurant Seating During State COVID-19 Emergency as Authorized by Executive Order 150. |
| 2020 - #66 | A Resolution of the Township Committee of the Township of Riverside Authorizing Membership in a Mutual Aid and Assistance Agreement with Participating Unit.           |
| 2020 - #67 | A Resolution of the Township of Riverside Authorizing and Establishing the Professional Services Budget for Various Projects.  |
| 2020 - #68 | Authorizing and Directing the Tax Collector to Issue and Mail Estimated 3 <sup>rd</sup> Quarter Tax Bills, Pursuant to NJSA 54:4-66.2 et seq.                          |

## TOWNSHIP OF RIVERSIDE

June 9, 2020

## RESOLUTION 2020-#65

**AUTHORIZING TEMPORARY RELAXATION OF RULES AND REGULATIONS RESTRICTING OUTDOOR RESTAURANT SEATING DURING STATE COVID-19 EMERGENCY AS AUTHORIZED BY EXECUTIVE ORDER 150**

**WHEREAS**, on March 9, 2020, the Governor of the State of New Jersey issued Executive Order 103, declaring a State of Emergency and a Public Health Emergency in response to the outbreak of the COVID-19 pandemic within the State of New Jersey; and

**WHEREAS**, on March 16, 2020, the Governor of the State of New Jersey issued Executive Order 104, which, among other provisions, provided that "All restaurants, cafeterias, dining establishments, and food courts, with or without a liquor license, all bars and all holders of a liquor license with retail consumption privileges, are permitted to operate during their normal business hours, but are limited to offering only food delivery and/or take out services, in accordance with their existing liquor licenses."; and

**WHEREAS**, on March 21, 2020, the Governor of the State of New Jersey issued Executive Order 107, which superseded Executive Order 104, but continued the prohibition of on-site consumption of food and beverages; and

**WHEREAS**, on June 3, 2020, the Governor issued Executive Order 150, which, among other provisions, permitted these establishments to operate at reduced capacities and/or with social distancing requirements to locate tables for outdoor dining only; and

**WHEREAS**, EO-150, on page 5, provides that "Municipalities are in the best position to make decisions on allowing restaurants or bars to expand their service footprint on their property and potentially into shared spaces in a way that comports with public safety."; and

**WHEREAS**, EO-150, paragraph 5 on page 7 provides that "Municipalities are permitted to use their existing authority to allow food or beverage establishments to expand their footprint to outdoor areas, both within their property and among municipally-governed areas, including but not limited to sidewalks, streets or parks."; and

**WHEREAS**, on June 3, 2020, the State of New Jersey, Division of Alcoholic Beverage Control ("ABC") issued Special Ruling 2020-10 to provide for the issuance of "Temporary COVID-19 Permits to Expand Licensed Premises" for licensees or permittees with on-premises retail consumption privileges, including, but not limited to, eligible licensees and permittees including but not limited to retail consumption licensees, club licensees, golf facilities, brewery licensees, and winery licensees, as more particularly set forth in Section II of said Special Ruling 2020-10, "Eligible Licensees and Permittees"; and

said review. The issuance of a Temporary Zoning Permit for outside seating/dining, including, but not limited to, location, scope, setbacks and size of the outside dining area, is solely in the discretion of the Township and its reviewers. The Temporary Zoning Permit does not replace, or eliminate the need for, any construction permit required for any structure or improvement at the establishment outside seating/dining area.

5. Existing Approvals; Hours of Operation: Nothing herein shall prevent the continued use of outdoor seating/dining at any establishment already authorized and approved by the Township pursuant to any prior site plan or other land use approval. Outside seating/dining authorized by a Temporary Zoning Permit shall be conducted during the same hours of operation currently applicable to the establishment.
6. General Permit Conditions: In addition to any specific condition, the following conditions that are hereby expressly incorporated by reference and included in any Temporary Zoning Permit issued pursuant hereto: (i) compliance with all conditions and requirements of Executive Order 150, especially paragraphs 1(a) through 1(g), requiring social distancing, face coverings and no smoking area; (ii) in the case of an establishment licensed by the ABC, compliance with all conditions and requirements of Special Ruling 2020-10 for the issuance of "Temporary COVID-19 Permits to Expand Licensed Premises"; (iii) The Township reserves the right to amend or revoke any Temporary Zoning Permit at any time, in the Township's sole discretion, for the preservation of the public health, safety and welfare; (iv) For any outdoor seating/dining activities in or about a public property or public right-of-way, the establishment indemnifies and holds harmless the Township, its employees, agents and/or officers from all claims, losses, liens, expenses, suits, including costs and attorney's fees, arising out of the placement, operation and maintenance of the outdoor seating/dining area approved by said Temporary Zoning Permit; (v) All expenses and expenditure of any funds in reliance on the provisions of the Temporary Zoning Permit shall be at the establishment's sole and exclusive cost and expense.
7. Relaxation of Rules and Regulations: All provisions of the Riverside Township Code that are inconsistent with the intent and purpose of this Resolution are temporarily suspended during the time that this Resolution is in effect and shall not apply to expanded areas for outdoor seating/dining authorized by a Temporary Zoning Permit.
8. Term: This Resolution shall take effective immediately upon adoption, but no Temporary Zoning Permit issued pursuant to this Resolution shall permit outside seating/dining prior to June 16, 2020 at 6am. This Resolution permitting the issuance of Temporary Zoning Permits for expanded outside seating/dining areas shall remain in full force and effect until (i) November 15, 2020, or (ii) the issuance of a subsequent Executive Order or other regulation permitting unrestricted indoor dining, as permitted prior to the issuance of Executive Orders 104 and 107, or (iii) the amendment or repeal of this Resolution, whichever shall first occur.

**RESOLUTION 2020 - #66****A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING MEMBERSHIP IN A MUTUAL AID AND ASSISTANCE AGREEMENT WITH PARTICIPATING UNIT.**

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**WHEREAS**, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies, police, Emergency Medical Service, fire departments, fire companies or EMS organizations and fire departments situated in fire districts operated by a Board of Fire Commissioners, are permitted pursuant to N.J.S.A. 40A: 14-26 and 40A: 14-156.1; and

**WHEREAS**, the President in Homeland Security Directive (HSPD-5,) directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS,) which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

**WHEREAS**, "The New Jersey Civilian Defense and Disaster Control Act" App. A9-33 et. seq. provides for the health, safety and welfare of the people of the State of New Jersey during any emergency by centralizing control of all civilian activities having to do with such emergency giving the Governor control over the resources of each and every political subdivision to cope with any condition that shall arise out of such emergency; and

**WHEREAS**, the Director of the Division of Fire Safety in the Department of Community Affairs promulgated rules in accordance with the "Fire Services Resource Emergency Deployment Act." N.J.A.C. 52:14E-11 et. seq., commonly referred to as the "Fire Service Resource Emergency Deployment Regulations" N.J.A.C. 5:75A et. seq; and

**WHEREAS**, it is deemed to be in the best interests of the residents of this municipality to enter into a mutual aid and assistance agreement with the County of Burlington and other municipalities including, but not limited to, municipal police, Emergency Medical Service or fire departments, volunteer fire companies or EMS organizations and/or fire districts to provide additional protection against loss, damage or destruction by fire, catastrophe, civil unrest, major emergency or other extraordinary devastation damage or destruction to person and property, in those situations when outside aid and assistance is needed.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey as follows:

- A. That the Township of Riverside is hereby authorized and directed to enter into the Burlington County Mutual Aid and Assistance Agreement between participating units, a copy of which is attached hereto and made part hereof, on the terms and conditions contained herein.

- B. That the Township Administrator and the Township Clerk of the Township of Riverside are hereby authorized and directed to execute said Mutual Aid and Assistance Agreement on behalf of the Township of Riverside.
- C. That the Township of Riverside is hereby authorized and directed to forthwith file a certified copy of the Resolution and an executed copy of the Agreement with the Burlington County Department of Public Safety Services, Office of Emergency Management. Said Office shall serve as the central repository and shall maintain a master listing of all participating units to the Mutual Aid and Assistance Agreement.

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
Weaver			X			
Hatcher	1st		X			
Kimble		2nd	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 Teleconference Meeting held on the 15<sup>th</sup> day of June, 2020.



Susan Dydek, RMC  
Riverside Township Clerk

**RESOLUTION 2020 - #67**  
**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING AND ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR VARIOUS PROJECTS.**

WHEREAS, the Township of Riverside has authorized funding for various projects; and

WHEREAS, these projects will require professional engineering services; and

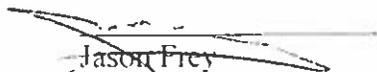
WHEREAS, the Township of Riverside has appointed Pennoni Engineering as the Engineer for the year 2020; and

WHEREAS, the scope of work has been received from Pennoni Engineering as referenced in the attached Proposals for Professional Services, with a budget not to exceed the following:

1. NJDOT FY2021 Transit Village Grant Application - \$2,100.00
2. NJDOT FY2021 Municipal Grant Application - \$500.00
3. 2020 Small Cities Public Facilities Grant for Intersection Barrier Removal - \$76,000.00:
  - A) Task 1 – Survey and Design - \$36,000.00
  - B) Task 2 – Construction Phase Services - \$40,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget for the projects as outlined herein.

Adopted the 15<sup>th</sup> day of June 2020 at Teleconference Meeting of the Township of Riverside.

  
Jason Frey  
Mayor

  
Susan M. Dydek, RMC  
Municipal Clerk

**TOWNSHIP OF RIVERSIDE  
RESOLUTION 2020 - #68**

**AUTHORIZING AND DIRECTING THE TAX COLLECTOR TO ISSUE AND MAIL ESTIMATED 3RD QUARTER TAX BILLS, PURSUANT TO NJSA 54:4-66.2 et seq.**

**WHEREAS**, the Township of Riverside anticipates that the Burlington County Board of Taxation will not have certified the tax rate for the Township of Riverside in time to mail the 2020 Tax Bill on a timely basis:

**WHEREAS**, the Tax Collector in consultation with the Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3 and they have both signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies:

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of Riverside. In the County of Burlington and State of New Jersey on the 15<sup>th</sup> day of June, 2020 as follows:

1. The Township of Riverside Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Township of Riverside, third installment of 2020, in accordance with the provisions of N.J.S.A 54:66.2et seq.
2. The entire estimated tax levy for 2020 is hereby set at \$16,606,419.05 and use the total amount to be raised by taxation for municipal purposes. The estimated 3rd quarter levy amount \$4,151,604.76.

	2019 net valuation				2020 net valuation	
	<b>436,533,100</b>				<b>436,533,196</b>	
<i>Taxing Authority</i>	<i>2019 Levy</i>	<i>2019 Tax Rate</i>	<i>Range Below 95%</i>	<i>Range Above 105%</i>	<i>Recommended Estimated Levy</i>	<i>Estimated Tax Rate</i>
COUNTY TAX	1,487,348.04	0.341	1,412,980.64	1,561,715.44	1,517,095.00	0.348
COUNTY LIBRARY	139,010.46	0.032	132,059.94	145,960.98	136,230.25	0.031
COUNTY OPEN	132,603.19	0.031	125,973.03	139,233.35	135,255.25	0.031
SCHOOL (actual)	9,116,129.00	2.088	8,660,322.55	9,571,935.45	9,236,025.00	2.116
MUNICIPAL (actual)	5,012,060.95	<b>1.148</b>	4,761,457.90	5,262,664.00	5,112,401.54	1.171
FIRE DIST (actual)	469,415.00	0.108	445,944.25	492,885.75	469,412.00	0.107
AMOUNT TO BE RAISED	16,356,566.64	3.748	15,538,738.31	17,174,394.97	<b>16,606,419.05</b>	3.804

**ACTION:**

None.

**SHADE TREE COMMITTEE REQUEST**

None.

**CORRESPONDENCE:**

- 1) Joe Correia – Requesting permission to have outside seating at Serrano’s Restaurant.

**REPORTS:****DEPARTMENT OF PUBLIC SAFETY:**

Chief Eliason reported the Police Activity for May 2020: Incidents – 428, Investigations – 42, Adult Arrests Total – 13, Motor Vehicle Summons – 46, Motor Vehicle Accidents – 12, Juvenile Charges – 0, Curfew Violations – 0, Protective Custody – 0, Stationhouse Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 6, False Alarm Warning Letters – 0, Covid – 19 calls - 8. Chief Eliason noted that the amount of Mental Illness calls are rising. Firearms Applications submitted to the New Jersey State Police – 5, Applications completed – 6, Previous pending – 9, Total pending – 12, Denied/Closed Applications – 0. Chief Eliason reported on the various trainings that the Officers attended. Chief Eliason reported that there have been no Police man hours lost to Covid – 19 since the outbreak of the pandemic. Chief Eliason reported that he received a letter that National Night Out has been moved to October 6, 2020. The report is on file in the Municipal Clerk’s Office.

Mayor Frey commended the Police Department for their service during a protest that was held.

Mrs. Hatcher questioned if the crowd that marched had to be reported since they were not wearing masks? Chef Eliason answered in the negative.

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 the loaner ambulance is red, white and blue.

**DEPARTMENT OF PUBLIC WORKS:**

Mrs. Hatcher reported the following: Brush was chipped, road patching was performed, grass was cut on all Township properties and Memorial Day Banners and Flags were installed. The Public Works Department will perform additional maintenance as needed.

Mrs. Hatcher stated her concern that the street sweeper is not running and the Township is pouring money into it to have it repaired. Administrator Jack stated that a new street sweeper will cost \$300,000.00 and the Township has not paid a fraction of the cost of a new street

sweeper to have the current street sweeper repaired. Administrator Jack further explained that Delran Township has Certified Mechanics working and they have been giving advice on how to repair it. Mrs. Hatcher questioned what is wrong with the machine now? Administrator Jack said that there was a water pump issue, a body issue and a propeller issue. Mrs. Hatcher questioned if the Township can borrow a street sweeper? Administrator Jack answered in the negative because of Covid-19. Mrs. Hatcher stated that Scott Street is very bad and it should be done by hand. Mrs. Hatcher questioned a video that was received regarding tires? Mrs. Hatcher stated that now there are more tires and an oil problem? Mrs. Hatcher questioned why the Township is allowing this when Bob's Tires is very meticulous? Administrator Jack said that the oil will be reported to the DEP and it looks like the oil is coming from the back of the property which is taped up. Administrator Jack explained that Ray has had his business for decades, but he has to operate his business in a safe way. Ray cannot block the pavement. Ray has been instructed to cover the tires to avoid standing water. Administrator Jack explained that the County Health Department is only in the office one day a week because of Covid-19. Administrator Jack recommended requesting a legal opinion from the Land Use Solicitor and stated that she will be reporting the property to DEP and the County Health Department.

Mrs. Hatcher questioned if a complaint was received regarding the property on St. Mihiel Drive that the Township foreclosed on? Administrator Jack answered in the affirmative and stated that the Township is still waiting on the junk titles, but the vehicles will be towed so that the area can be landscaped. Mrs. Hatcher questioned where the cars were being towed to? Administrator Jack answered that the vehicles will be towed to the Township Garage until junk titles can be obtained. Mrs. Hatcher questioned if there are old police cars being stored there? Mrs. Hatcher stated that there are too many vehicles being stored at the garage again. Administrator stated that Enterprise Fleet Management will auction off all the vehicles for the Township and the ones that cannot be auctioned will be scrapped.

Mrs. Hatcher again voiced her disapproval with the tires at Ray's tires.

Mrs. Hatcher requested to be put on record that the VFW is soliciting funds for the car show. Mayor Frey stated that the car show has not been approved and the VFW has not approached the Township Committee regarding a show. Mrs. Hatcher questioned Administrator Jack if she authorized the VFW to hold the car show this year? Administrator Jack answered in the negative.

Mrs. Weaver stated that the VFW has a post on Facebook stating that the car show will be held on Saturday August 15, 2020. Mayor Frey reiterated that the VFW has not officially come to the Township Committee to receive approval to hold the event. Administrator Jack stated that she will reach out to the VFW.

Mrs. Hatcher questioned Municipal Clerk Dydek about the upcoming Primary Election. Municipal Clerk Dydek explained that the State of New Jersey would like all voters to Vote by Mail. There will only be one polling place open to allow voters to vote Provisional Ballot which will be the Fire House. There will be one machine available for handicapped accessibility. Mrs. Hatcher stated that she was informed that drop boxes will be available for the Mail- In Ballots? Municipal Clerk Dydek stated that she was not informed of drop boxes being available.

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

Mr. Kirk had no reported.

Mrs. Hatcher questioned Mr. Kirk regarding the poll worker? Mr. Kirk stated that the poll worker was going to be replaced.

**DEPARTMENT OF RECREATION:**

Mr. Kimble reported that he recommends deferring the race until next year because of the COVID – 19 Pandemic and questioned the Chief if this is a good idea? Chief Eliason stated that although New Jersey is doing well, the State is expecting an uptick in cases in the fall.

**DEPARTMENT OF PUBLIC EVENTS:**

Mrs. Weaver reported that she was going to report on the car show and the 5k but they have already been discussed.

Mrs. Hatcher questioned Mrs. Weaver if there is any online event the Township can do during the summer to keep the children busy? Mr. Kimble suggested reading at the Police Station. Mrs. Weaver said that there are already online stories, daily activities and online websites available.

Municipal Clerk Dydek stated that she researched the drop boxes for the elections and said that there will be five drop boxes placed by the County. There will be one placed in each of the following Townships: Pemberton, Medford, Cinnaminson, Mount Laurel and Mansfield. Voters can drop off their balance until 8:00pm on Election Day and they will be electronically monitored. Mrs. Hatcher questioned if the drop boxes are in place? Municipal Clerk Dydek stated that the website does not say when the drop box will be placed.

**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 her report has been distributed and hopefully, the Township projects will begin and July or August.

**Motion made by Messrs. Kirk and Kimble to approve all the reports that were given and submitted carried.**

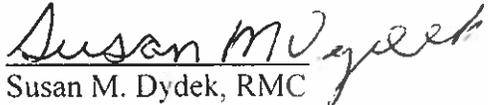
**BILLS AND EXPENDITURES:**

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:**

In seeing no members of the public present, Public Portion was not opened.

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

  
Susan M. Dydek, RMC  
Municipal Clerk

