

Monday Evening
Riverside, NJ
December 17, 2012
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 January 3, 2012.
2. Written notice was delivered to the Burlington County Times on January 3, 2012 and the Courier Post on January 3, 2012.
3. Filed written notice with the Clerk of the Township of Riverside on January 3, 2012.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Township Municipal Building with the following members present: Messrs. Prisco and Van Meter, Mrs. Hatcher and Mr. Conard along with Township Administrator Meghan Jack, Municipal Clerk Susan M. Dydek, Chief Paul Tursi, and Solicitor George Saponaro. Mr. Polino was absent.

Motion made by Mr. Van Meter and Mrs. Hatcher that the minutes of the Work Session Meeting of November 19, 2012, the Regular Meeting of November 19, 2012 and the November 19, 2012 Closed Session be approved as written carried.

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

Hearing nothing from the public, **motion made by Mr. Van Meter and Mr. Prisco to close Public Portion (Agenda Items Only) carried.**

ORDINANCES:

The following Ordinance was introduced at the Regular Meeting of November 19, 2012 and notice of the pending Ordinance along with summary was published in the Burlington County Times on December 7, 2012. **Ordinance 2012 - #10 entitled, "AN ORDINANCE FIXING THE COMPENSATION OF CERTAIN OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF RIVERSIDE, IN THE COUNTY OF BURLINGTON, AND THE STATE OF NEW JERSEY, FOR THE YEAR 2013."**

Mayor Conard opened the Public Portion.

Hearing nothing from the public, **motion made by Mr. Van Meter and Mrs. Hatcher carried: Public Portion be closed.**

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

Ayes – Mrs. Hatcher, Messrs. Prisco, Van Meter, and Conard.

Nays – None.

Motion carried.

The following Ordinance was introduced at the Regular Meeting of November 19, 2012 and notice of the pending Ordinance along with summary was published in the Burlington County Times on December 7, 2012. **Ordinance 2012 - #11 entitled, "AN ORDINANCE AMENDING CHAPTER 212 OF THE CODES OF THE TOWNSHIP OF RIVERSIDE GOVERNING RENTAL PROPERTIES TO INCLUDE THE REQUIREMENT TO REGISTER VACANT PROPERTIES."**

Mayor Conard opened the Public Portion.

Hearing nothing from the public, motion made by Mr. Van Meter and Mrs. Hatcher carried: Public Portion be closed.

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

Ayes – Mrs. Hatcher, Messrs. Prisco, Van Meter, and Conard.

Nays – None.

Motion carried.

The following Ordinance was introduced at the Regular Meeting of November 19, 2012 and notice of the pending Ordinance along with summary was published in the Burlington County Times on December 7, 2012. **Ordinance 2012 - #12 entitled, "AN ORDINANCE AMENDING CHAPTER 2 OF THE CODES OF THE TOWNSHIP OF RIVERSIDE GOVERNING VIOLATIONS."**

Mayor Conard opened the Public Portion.

Hearing nothing from the public, motion made by Mr. Prisco and Mr. Van Meter carried: Public Portion be closed.

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

Ayes – Messrs. Van Meter, Prisco, Mrs. Hatcher, and Mr. Conard.

Nays – None.

Motion carried

ORDINANCE NO. 2012 - #10
TOWNSHIP OF RIVERSIDE

**AN ORDINANCE FIXING THE COMPENSATION OF CERTAIN OFFICIALS
AND EMPLOYEES OF THE TOWNSHIP OF RIVERSIDE, IN THE COUNTY
OF BURLINGTON, AND THE STATE OF NEW JERSEY, FOR THE YEAR 2013.**

2.1 BE IT ORDAINED by the Township Committee of the Township of Riverside, in the County of Burlington, and the State of New Jersey, as follows:

2.1-1 OFFICIALS AND EMPLOYEES: The following standard salary ranges and rates are hereby established for the hereinafter named officials and employees of the Township of Riverside:

ADMINISTRATIVE DEPARTMENTS

<u>POSITION</u>	<u>SALARY</u>
Township Committee, Chairman	2,300.00 per annum Payable monthly
Township Committee, Member	2,000.00 per annum Payable monthly
Township Administrator	80,226.83 per annum Payable bi-weekly
Tax Assessor	18,543.60 per annum Payable monthly
Construction Code Official	5,000.00-30,000 per annum Payable monthly
Plumbing Inspector	5,000.00-25,000.00 per annum Payable monthly
Building Inspector	5,000.00-25,000.00 per annum Payable monthly
Electrical Inspector	5,000.00-25,000.00 per annum Payable monthly
Fire & Mechanical Inspector	5,000.00-25,000.00 per annum Payable monthly

Resale Inspector	5,000.00 – 25,000.00 per annum Payable Monthly
Fire Official	4,080.00 per annum Payable monthly
Fire Inspector	1,000.00 per annum Payable monthly
Judge, Municipal Court	18,813.74 per annum Payable monthly
Municipal Court Administrator	41,489.44 per annum Payable bi-weekly
Deputy Municipal Court Administrator	30,157.91 per annum Payable bi-weekly
Tax Collector	42,288.06 per annum Payable bi-weekly
Deputy Tax Collector	2,000.00 per annum Payable bi-weekly
Treasurer	52,191.91 per annum Payable bi-weekly
Chief Financial Officer	5,018.97 per annum Payable bi-weekly
Municipal Clerk	44,451.44 per annum Payable bi-weekly
Deputy Municipal Clerk	2,000.00 per annum Payable bi-weekly
Cashier Typist	5,000.00 – 15,000.00 per annum Payable bi-weekly
Admin Asst.	40,255.87 per annum Payable bi-weekly
Property Maintenance Officer	5,000.00-30,000.00 per annum Payable bi-weekly

Land Use/Construction Secretary	29,697.24 per annum Payable bi-weekly
Registrar of Vital Statistics	7,412.43 per annum Payable bi-weekly
Deputy Registrar of Vital Statistics	1,000.00 per annum Payable bi-weekly

LONGEVITY

Two percent (2%) of Base Salary upon completion of first five (5) years of service.

One percent (1%) of Base Salary for every five (5) years thereafter.

Effective date of longevity for computation purposes is 1/1/69 for full-time employees.

SICK PAY

Employees who retire or become eligible for disability shall be paid at 50% (fifty percent) of all days, prorated to the date the employee retires, up to a maximum of \$7,000.00 (seven thousand dollars) in accumulated sick leave benefits.

HOLIDAYS

The following are paid Holidays for Full-time Non-Union Employees:

New Year's Day	Election Day
Martin Luther King's Birthday	Veteran's Day
Lincoln's Birthday	Thanksgiving Day
Washington's Birthday	Friday After Thanksgiving Day
Good Friday	Christmas Eve
Memorial Day	Christmas Day
Fourth of July	
Labor Day	
Columbus Day	
Three (3) Personal Days	

MISCELLANEOUS PART-TIME

Miscellaneous Part-time Clerk	10.00-15.00 per hour
Miscellaneous Part-time Cleaner	100.00-150.00 per week

Above part-time employees are NOT entitled to sick pay, holiday or vacation time with pay.

POLICE DEPARTMENT

<u>TITLE</u>	<u>SALARY</u>
Academy Rate	\$25,000.00 per annum Payable weekly
Step One	\$46,703.45 per annum Payable weekly
Step Two	\$61,653.65 per annum Payable weekly
Step Three	\$70,248.86 per annum Payable weekly
Step Four	\$78,844.09 per annum Payable weekly
Step Five	\$83,648.00 per annum Payable weekly
Police Detective* (Unclassified)	\$83,648.00 per annum Payable weekly
Sergeants/Lieutenants	\$92,265.53 per annum Payable weekly
Chief of Police (Permanent or Acting)	\$90,000.00 - \$120,000.00 per annum Payable bi-weekly

* The Police Detective rate of pay is equal to that of a patrolman. The base pay of a Detective, like that of a patrolman is determined by years of service relative to the schedule of steps for salary.

Overtime for police sergeants and police officers shall be one and one-half (1 1/2) times Base Salary rate (Base Salary divided by 2080 hours).

To be eligible for police officers salary scale, all personnel must have completed a Police Training School selected by the Township Committee.

Step One of the Police Salary Scale requires twelve (12) months of satisfactory service effective the first day of the month succeeding the employee's anniversary date.

Step Two of the Police Salary Scale requires twenty-four (24) months of satisfactory

service effective the first day of the month succeeding the employee's anniversary date.

Step Three of the Police Salary Scale requires thirty-six (36) months of satisfactory service effective the first day of the month succeeding the employee's anniversary date.

Off duty officers shall be paid at the rate of time one and one-half (1 1/2) their base salaries for a minimum of two (2) hours when they appear in Municipal Court or County Court in Mt. Holly if the Officer is not already on duty.

LONGEVITY

One percent (1%) of Base Salary upon completion of three (3) years of service.

One percent (1%) of Base Salary upon completion of five (5) years of service.

One percent (1%) of Base Salary for every five (5) years thereafter.

Effective date of longevity for computation purposes is 1/1/69 for full-time employees.

HOLIDAYS

New Year's Day	Labor Day
Martin Luther King's Birthday	Columbus Day
Lincoln's Birthday	Election Day
Washington's Birthday	Veteran's Day
Easter	Thanksgiving Day
Memorial Day	Christmas Day
Fourth of July	Five (5) Personal Days

SICK PAY

If an employee retires during calendar year 2012, said employee shall receive 50% of his/her accumulated sick leave up to a maximum of \$9,000.00.

MISCELLANEOUS PART-TIME

Court Officer	100.00 per court session
Class 1/Class 2 & PT Police Officer	12.00 per hour Payable bi-weekly

Above part-time employees are NOT entitled to sick pay, holiday or vacation time with pay.

SCHOOL CROSSING GUARDS

18.00 for morning session and 18.00 for afternoon session

School Crossing Guards shall be entitled to the following benefits after one year service:

PAID HOLIDAYS

Washington's Birthday or Lincoln's Birthday, whichever the public schools have alternated to. If the school is held both days, one day's pay will be added thereto. Good Friday, Memorial Day, Thanksgiving Day, Christmas Day, (payable as of the last work week prior thereto).

VACATION

Five Days pay shall be added for the first week following the closing of school for summer vacation.

SICK LEAVE

Sick leave shall be accumulated at the rate of five (5) days per annum.

PUBLIC WORKS DEPARTMENT

<u>TITLE</u>	<u>SALARY</u>
Public Works Foreman	\$51,602.92 per annum Payable bi-weekly
Senior Mechanic	\$53,682.11 per annum Payable bi-weekly
Building & Grounds Maintenance	\$37,301.93 per annum Payable bi-weekly
Equipment Operator	
Starting	\$42,421.84 per annum Payable bi-weekly
Step One	\$48,673.27 per annum Payable bi-weekly
Step Two	\$55,845.96 per annum Payable bi-weekly
Truck Driver	
Starting	\$30,137.96 per annum

		Payable bi-weekly
	Step One	\$34,500.80 per annum Payable bi-weekly
	Step Two	\$41,870.34 per annum Payable bi-weekly
Laborer	Starting	\$24,838.99 per annum Payable bi-weekly
	Step One	\$27,757.46 per annum Payable bi-weekly
	Step Two	\$29,644.88 per annum Payable bi-weekly

Step One requires twelve (12) months satisfactory service from date of permanent full-time appointment.

Step Two requires twenty-four (24) months satisfactory service from date of permanent full-time appointment.

OVERTIME

Sundays and Holidays shall be paid two (2) times the hourly rate. All other hours worked in excess of forty (40) hour week shall be paid at the rate of one and one half-time (1-1/2) times the hourly rate. The hourly rate is established by dividing annual salary by 2080 hours.

LONGEVITY

One percent (2%) of Base Salary upon completion of five (5) years of service.

One percent (1%) of Base Salary for every five (5) years thereafter.

Effective date of longevity for computation purposes is 1/1/69 for full-time employees.

HOLIDAYS

New Year's Day
Martin Luther King's Birthday Day
Lincoln's Birthday
President's Day
Good Friday

Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Friday After Thanksgiving

Memorial Day
Fourth of July
Labor Day

Christmas Eve
Christmas Day
Three (3) Personal Days

SICK PAY

If an employee retires during calendar year 2012, said employee shall receive 50% of his/her accumulated sick leave up to a maximum of \$7,000.00.

MISCELLANEOUS

Part-time Laborer (seasonal) 10.00-10.25 per hour

ORDINANCE 2012 - #11
AMENDING CHAPTER 212, OF THE TOWNSHIP CODE ENTITLED
"RENTAL PROPERTY"

BE IT HEREBY ORDAINED by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, that the Township Code be and is hereby amended as follows:

SECTION I. AMENDED SECTION

The Township shall make the following changes:

The title of this Chapter shall be changed to Rental Property; Vacant Property

§ 212.1 through § 212.18 shall be amended to read as attached.

SECTION II. REPEALER, SEVERABILITY AND EFFECTIVE DATE

- A. Repealer. All Ordinances and provisions thereof inconsistent with the provisions of the Ordinance shall be and are hereby repealed to the extent of such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective. The Ordinance shall take effect upon proper passage in accordance with the law.

RIVERSIDE TOWNSHIP COMMITTEE

ORDINANCE 2012-#12
AN ORDINANCE AMENDING CHAPTER 2 OF THE CODES OF THE TOWNSHIP OR
RIVERSIDE GOVERNING VIOLATIONS.

WHEREAS, Chapter 2 currently provides for provisions allowing for the levying of violations and penalties; and

WHEREAS, the Township Committee wishes to amend this provision to allow for an increase in certain violations and penalties;

NOW, WHEREFORE, BE IT HEREBY ORDAINED by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that Chapter 2 is hereby amended as follows:

Section 1. Provisions. Effective January 1, 2013, the violation schedule of the Township of Riverside shall be set and amended from time to time as necessary, by resolution of the governing body of the Township of Riverside.

Section 2. Severability. If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected thereby and shall remain in full force and effect.

Section 4. Repealer. All ordinances or parts of ordinances or resolutions inconsistent or in opposition to the provision of this Ordinance are hereby repealed in their entirety.

Section 5. Effective Date. This Ordinance shall take effect after publication and passage according to law.

SUSAN DYDEK, TOWNSHIP CLERK
RIVERSIDE TOWNSHIP

CONSENT AGENDA:

Mr. Prisco requested that Resolution 2012 - #117 be pulled from the Consent Agenda and voted on separately.

Mr. Van Meter made a motion, seconded by Mr. Prisco that the consent agenda be approved carried.

The following Resolutions were contained in the consent agenda:

2012- #114 – A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIM AGAINST THE TOWNSHIP OF RIVERSIDE IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6..

2012 -#115 – (NO TITLE.)

2012- #116 – A RESOLUTION SETTING THE 2013 FEE SCHEDULE.

2012- #118 – A RESOLUTION SETTING THE 2013 VIOLATION SCHEDULE.

2012 - #119 - A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE DONATING PUBLIC PROPERTY.

RESOLUTIONS:

2012-#117 – APPROVAL FOR HANDICAPPED PARKING.

Motion made by Mrs. Hatcher and Mr. Van Meter to adopt Resolutions 2012-#117. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Van Meter, and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.

ACTION:

- 1) Mrs. Hatcher made a motion, seconded by Mr. Van Meter authorizing to enter into a three – year agreement between the Township of Riverside and the CWA Local 1036 carried.**
- 2) Motion made by Mr. Van Meter and Mrs. Hatcher authorizing to enter into and execute an agreement with Willingboro Township for Animal Control services for 2013 carried.**

SHADE TREE COMMITTEE REQUESTS:

- 1) 240 Hooker Street – Tree Removal.**
- 2) 314 Kossuth Street – Tree Removal.**

RESOLUTION 2012-#114

**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE ADOPTING
A FORM REQUIRED TO BE USED FOR THE FILING OF
NOTICES OF TORT CLAIM AGAINST THE TOWNSHIP OF
RIVERSIDE TOWNSHIP IN ACCORDANCE WITH THE
PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A.
59:8-6.**

WHEREAS, the New Jersey Tort Claims Act, *N.J.S.A. 59:8-6*, provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity, and

WHEREAS, the Township of Riverside is a public entity covered by the provisions of the New Jersey Tort Claims Act, and

WHEREAS, the Township of Riverside deems it advisable, necessary and in the public interest to adopt a Notice of Tort Claim Form in the form attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside, assembled in public session this 17th day of December, 2012, that the attached Notice of Tort Claim form be and hereby is adopted as the official Notice of Tort Claim form for the Township of Riverside, and

BE IT FURTHER RESOLVED, that all persons making claims against the Township of Riverside, pursuant to the New Jersey Tort Claims Act, *N.J.S.A. 59:8-1*, et seq., be required to complete the form herein adopted as a condition of compliance with the notice requirements of the New Jersey Tort Claims Act.

BE IT FURTHER RESOLVED that a certified copy shall be provided to the Administrator and Solicitor of the Burlington County Municipal Joint Insurance Fund for their information and records.

TOWNSHIP OF RIVERSIDE

RESOLUTION NO. 2012-#115

WHEREAS, there are certain 2012 Budget Appropriations of the Township of Riverside, which are insufficient to meet the requirements for operating affairs of the Township, and

WHEREAS, there are other 2012 Budget Appropriations where there are unexpended balances which will not be needed for such purposes, and

WHEREAS, the Revised Statutes 40A-58 provides for the transfers from such accounts that have unexpended balances; now

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Riverside in the County of Burlington that the following sums be transferred:

AMOUNT	FROM	TO
\$3,620.00	Health Insurance	Audit Services
\$5,000.00	Health Insurance	Collection of Taxes O/E
\$1,000.00	Health Insurance	Court O/E
\$4,000.00	Health Insurance	Engineering
\$4,000.00	Health Insurance	Police O/E
\$4,000.00	Health Insurance	School Crossing Guards
\$17,000.00	Health Insurance	Construction Code Wages
\$3,000.00	Health Insurance	Streets & Roads O/E
\$5,000.00	Health Insurance	Electric
\$1,000.00	Health Insurance	Water
\$6,000.00	Health Insurance	Vehicle Maintenance
\$7,000.00	Health Insurance	Social Security
\$10,000.00	Health Insurance	Police Wages
\$20,000.00	Trash Removal	Police Wages
\$10,000.00	Buildings & Grounds	Police Wages
\$10,000.00	Street Lighting	Police Wages

RESOLUTION 2012 - #116
A RESOLUTION SETTING THE 2013 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:

150-68. Public Works.

A. Effective April 24, 2007, the Township of Riverside will begin collecting fees for the following items and services:

1. Stump Collection: \$30.00 per stump.
2. Tire Collection: \$10.00 per car tire; \$ 15.00 per truck tire.

150-106. Alcoholic Beverages.

- A. The annual fee for each plenary retail consumption license hereafter issued in the township shall be \$2,500.00
- B. The annual fee for each plenary retail distribution license hereafter issued in the township shall be \$2,500.00
- C. The annual fee for each plenary retail club license hereafter issued in the township shall be \$188.00

150-108. Amusement Devices.

- A. The fee for such machines and devices for vending purposes shall be \$25.00 for the fiscal year; which said license fee, as hereinbefore provided, is imposed for costs of administration purposes.
- B. All applications for mechanical, electrical and musical amusement devices under Article II and III must be accompanied by the payment to said Township of Riverside of an annual license fee of \$100.00 for each such pinball game or other mechanical & electrical device of any kind or nature, which said fee is imposed for costs of administration purposes.
- C. Change of machines or devices require a new posting: \$15-charge per machine.
- D. Any agency funded by taxpayer dollars shall be exempt from amusement device fees.
- E. Any person applying for an amusement device license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$15, which is in addition to all other fees set forth herein.

150-111. Animals.

A. The person applying for the license and registration tag shall pay a fee of \$15 for each dog to be licensed hereunder and the sum of \$1 for the registration tag of each dog. For each annual renewal, the fee for the license and the registration tag shall be the same as for the original license and tag. There shall be a \$4 discount given for all dogs that are spayed or neutered.

B. The person applying for the license and registration tag shall pay a fee of \$15 for each cat to be licensed hereunder and the sum of \$1 for the registration of each dog. For each annual renewal, the fee for the license and the registration tag shall be the same as for the original license and tag. There shall be a \$4 discount given for all cats that are fixed.

C. Any person applying for a dog or cat license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$15, which is in addition to all other fees set forth herein.

D. The annual license fee for a kennel providing accommodations for 10 or fewer dogs shall be \$100 and for more than 10 dogs, \$250. The annual license fee for an animal hospital providing accommodations for 10 or fewer dogs, cats or other animals shall be \$100 and for more than 10 dogs, cats or other animals, \$250. The annual license fee for a pet shop shall be \$100. No fee shall be charged for a shelter or pound.

150-114. Barbershops.

See Section 150-127 Business Licenses.

150-127. Business Licenses.

A. The license fees to be paid hereunder, which are for the purpose of revenue, shall be as follows: the fees for mercantile licenses for stores for the sale of merchandise and other kinds of business, as hereinbefore enumerated, shall be the sum of \$100 per annum; and when the renewal of said license is applied for, the renewal fee shall be \$50 per annum. The fees shall be due and payable by January 31 of each year.

B. Any person applying for a license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$15, which is in addition to all other fees set forth herein.

150-129. Certificate of Habitability; Certificate of Occupancy; Certificate of Approval.

(1) The fee for such inspection and one reinspection shall be \$100.00 per unit for all buildings or structures, which shall be tendered and paid to the Construction Secretary at the time of making the application. A fee of \$50.00 shall be paid for the second reinspection and all subsequent reinspections which are required, which fee shall be tendered to the Construction Secretary prior to the time of each reinspection. A fee of \$50.00 shall be paid for a second inspection if and when there is an excess of sixty (60) days between the first and second inspection within the calendar year.

150-131. Construction Code, Uniform.

It shall be unlawful for any person or corporation, whether owner, agent or contractor, to erect, construct, or alter any building/structure or any part thereof or make any addition thereto in the Township without first obtaining and remitting payment for a permit.

(a) General:

1. The minimum permit fee shall be \$46.00 per trade. This fee shall be paid before a permit is issued.

2. The fee to be charged for a construction permit will be the sum of the basic construction fee plus all applicable special fees, such as elevator or sign fees. This fee shall be paid before a permit is issued.

3. The fee to be charged for a certificate of occupancy shall be paid before a certificate is issued. This fee shall be in addition to the construction permit fee.

4. Where the Department, pursuant to 5:23-4.24, is designated as the plan review agency, or when the Department has been requested to provide plan review services by a municipality pursuant to 5:23-4.24, or when the Department is designated as the local enforcing agency pursuant to 5:23-4.3, the following schedule of fees shall pertain.

5. The construction or rehabilitation of residential units that are to be legally restricted to occupancy by households of low or moderate income shall be exempted from the fees set forth in (b) and (c) below and otherwise payable to the Department.

6. No fee shall be collected for work consequential to a natural disaster when the Department is the local enforcing agency.

(b) Departmental plan review fee:

1. The plan review fee for new construction shall be based upon the volume of the structure.

i. For buildings or structures in Use Groups A, F or S, the plan review fee shall be \$.013 per cubic foot;

ii. For health care facilities in Use Groups B or I, the plan review fee shall be \$.028 per cubic foot; and

iii. For all other buildings or structures, the plan review fee shall be \$.020 per cubic foot.

2. The plan review fee for renovations, alterations, repairs, site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction and external utility connections for premanufactured construction shall be based upon the estimated cost of work.

i. For health care facilities in Use Groups B or I, the fee shall be \$ 18.00 per \$ 1,000 or part thereof for estimated cost not exceeding \$ 50,000, \$ 14.00 per \$ 1,000 or part thereof for

estimated cost in excess of the first \$ 50,000 and not exceeding \$ 100,000, and \$ 11.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 100,000; and

ii. For all other buildings or structures, the fee shall be \$ 13.00 per \$ 1,000 or part thereof for estimated cost not exceeding \$ 50,000, \$ 10.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 50,000 and not exceeding \$ 100,000, and \$ 9.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 100,000.

3. The elevator device plan review fee shall be as set forth in (c)6 and 7 below.

4. There shall be an additional fee of \$ 57.00 per hour for review of any amendment or change to a plan that has already been released.

5. In any case where the Department conducts plan review for a local enforcing agency, the fee charged by the local enforcing agency for inspection services shall be 80 percent of the fee that would otherwise be determined under the local fee schedule.

(c) Departmental (enforcing agency) fees shall be as follows:

1. The fee for plan review shall be 20 percent of the amount to be charged for a construction permit.

i. The elevator device plan review fee shall be as in (c)6 and 7 below.

ii. The fee for plan review for Statewide prototype plans released by the Department or for other prototype plans where the prototype did not include the foundation detail shall be five percent of the amount to be charged for a construction permit.

2. The basic construction permit fee shall be the sum of the parts computed on the basis of the volume or cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electrical fixtures and rating of electrical devices, the number of sprinklers, standpipes and detectors (smoke and heat) at the unit rates and/or the applicable flat fees as provided herein plus any special fees.

i. Building volume or cost: The fees for new construction or alteration are as follows:

(1) Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with 5:23-2.28. The new construction fee shall be in the amount of \$ 0.037 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in chapters 3 and 6, respectively, of the building subcode; except that the fee shall be \$ 0.024 per cubic foot of volume for use groups A-1, A-2, A-3, A-4, A-5, F-1, F-2, S-1 and S-2, and the fee shall be \$ 0.0013 per cubic foot for structures on farms, including commercial farm buildings under 5:23-3.2(d), with the maximum fee for such structures on farms not to exceed \$ 1,443.

(2) Fees for renovations, alterations and repairs or site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction, and the external utility connection for premanufactured construction shall be based upon the estimated cost of work. The fee shall be in the amount of \$ 35.00 per \$ 1,000 for the first \$ 50,000, prorated. From \$ 50,001 to and including \$ 100,000, the fee on the amount exceeding \$ 50,000

shall be in the amount of \$ 28.00 per \$ 1,000 of estimated cost, prorated. Above \$ 100,000, the fee on the amount exceeding \$ 100,000 shall be in the amount of \$ 22.00 per \$ 1,000 of estimated cost, prorated. For the purpose of determining estimated cost, the applicant shall submit to the Department such cost data as may be available produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The Department shall make the final decision regarding estimated cost.

(3) Fees for additions shall be computed on the same basis as for new construction for the added portion.

(4) Fees for combination renovations and additions shall be computed as the sum of the fees computed separately in accordance with items (2) and (3) above.

(5) The fee for tents, in excess of 900 square feet or more than 30 feet in any dimension, shall be \$ 116.00.

(6) The fee for roofing and siding work completed on structures of Group R-3 or R-5 shall be \$ 85.00.

(7) The fee for an above-ground swimming pool shall be \$ 136.00 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$ 75.00. The fee for an in-ground swimming pool shall be \$ 200.00 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$ 125.00.

(8) Fees for retaining walls shall be as follows:

(A) The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be \$ 200.00;

(B) The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be \$ 125.00;

(C) The fee for a newly constructed retaining wall of any size at other than a Class 3 residential structure shall be based on the cost of the construction.

ii. Plumbing fixtures and equipment: The fees shall be as follows:

(1) The fee shall be in the amount of \$ 15.00 per fixture, piece of equipment or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system, except as indicated in (c) 2ii (2) below.

(2) The fee shall be \$ 85.00 per special device for the following: grease traps, oil separators, refrigeration units, utility service connections, backflow preventers equipped with test ports (double check valve assembly, reduced pressure zone and pressure vacuum breaker backflow preventers), steam boilers, hot water boilers (excluding those for domestic water heating), active solar systems, sewer pumps and interceptors. There shall be no inspection fee charged for gas service entrances.

iii. Electrical fixtures and devices: The fee shall be as follows:

(1) For the first block consisting of one to 50 receptacles, fixtures or devices, the fee shall be \$ 55.00; for each additional block consisting of up to 25 receptacles, fixtures or devices, the fee shall be \$ 10.00. For the purpose of computing this fee, receptacles, fixtures or devices shall include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light-standards eight feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kw).

(2) For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kva to 10 kw or 10 kva; for each replacement of wiring involving one branch circuit or part thereof; for each storable pool or hydro massage bath tub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kw; for each fire, security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light-standard greater than eight feet in height including luminaries; and for each communications closet, the fee shall be \$ 18.00.

(3) For each motor or electrical device rated from greater than 10 hp or 10 kw to 50 hp or 50 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be \$ 68.00.

(4) For each motor or electrical device rated from greater than 50 hp or 50 kw to 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva to 112.5 kw or 112.5 kva, the fee shall be \$ 126.00.

(5) For each motor or electrical device rated greater than 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kw or 112.5 kva, the fee shall be \$ 676.00.

(6) The fee charged for electrical work for each permanently installed private swimming pool as defined in the building subcode, spa, hot tub or fountain shall be a flat fee of \$ 85.00 which shall include any required bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panelboards and underwater lighting fixtures. For public swimming pools, the fee shall be charged on the basis of number of electrical fixtures and rating of electrical devices involved in accordance with (c)2iii(1) through (5) above.

(7) The fee charged for the installation of single and multiple station smoke or heat detectors and fire, burglar or security alarm systems in any one or two-family dwelling shall be a flat fee of \$ 35.00 per dwelling unit. For fire, burglar and security alarm systems and detectors in buildings other than one or two-family dwellings, the fee shall be charged in accordance with (c)2iii(1) and (2) above.

(8) For installations consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual loadside panel boards shall be charged in accordance with (c)2iii(3), (4) or (5) above. There shall be no additional fee charged for the concurrent installation of individual feeder conductors.

(9) For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.

(10) For electrical work requiring replacement of service entrance conductors or feeder conductors only, the fee shall be based on the designated ampere rating of the overcurrent device of the service or feeder as follows:

(A) 225 amperes or less, the fee shall be \$ 68.00;

(B) 226 to 1,000 amperes, the fee shall be \$ 126.00; and

(C) Greater than 1,000 amperes, the fee shall be \$ 676.00.

(11) The fee charged for process equipment shall be based on the ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.

(12) For the purpose of computing these fees, all electrical and communications devices, utilization equipment and motors which are part of premises wiring, except those which are portable plug-in type, shall be counted.

(13) For photovoltaic systems, the fee shall be based on the designated kilowatt rating of the solar photovoltaic system as follows:

(A) One to 50 kilowatts, the fee shall be \$ 68.00;

(B) Fifty-one to 100 kilowatts, the fee shall be \$ 126.00; and

(C) Greater than 100 kilowatts shall be \$ 676.00.

iv. For fire protection and hazardous equipment, sprinklers, standpipes, detectors (smoke and heat), pre-engineered suppression systems, gas and oil fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums, the fee shall be as follows:

(1) The fee for 20 or fewer heads shall be \$ 92.00; for 21 to and including 100 heads, the fee shall be \$ 175.00; for 101 to and including 200 heads, the fee shall be \$ 320.00; for 201 to and including 400 heads, the fee shall be \$ 848.00; for 401 to and including 1,000 heads, the fee shall be \$ 1,136; for over 1,000 heads, the fee shall be \$ 1,423.

(2) The fee for one to 12 detectors shall be \$ 65.00; for each 25 detectors in addition to this, the fee shall be in the amount of \$ 18.00.

(3) The fee for each standpipe shall be \$ 389.00.

(4) The fee for each independent pre-engineered system shall be \$ 150.00.

(5) The fee for each gas or oil fired appliance that is not connected to the plumbing system shall be \$ 68.00.

(6) The fee for each kitchen exhaust system shall be \$ 68.00.

(7) The fee for each incinerator shall be \$ 560.00.

(8) The fee for each crematorium shall be \$ 560.00.

(9) For single and multiple station smoke or heat detectors and fire alarm systems in any one or two-family dwellings, there shall be a flat fee of \$ 35.00 per dwelling unit. For detectors and fire alarm systems in buildings other than one or two-family dwellings, the fee shall be charged in accordance with (c)2iv(2) above.

3. Fees for certificates and other permits are as follows:

i. The fee for a demolition or removal permit shall be \$ 100.00 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one- or two-family dwellings (Group R-3 or R-5 of the building subcode), structures on farms, including commercial farm buildings under 5:23-3.2(d), and \$ 191.00 for all other Groups.

ii. The fee for a permit to construct a sign shall be as follows:

(1) Fees for pylon signs shall be \$ 10.00 per square foot for the first 100 square feet, \$ 4.75 per square foot for the next 400 square feet and \$ 3.50 per square foot thereafter;

(2) Fees for ground signs or wall signs shall be \$ 3.50 per square foot for the first 100 square feet, \$ 2.90 per square foot for the next 400 square feet and \$ 2.25 per square foot thereafter;

(3) The minimum fee shall be \$ 75.00.

iii. The fee for a certificate of occupancy shall be \$ 40.00.

iv. The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$ 171.00.

v. The fee for a certificate of continued occupancy issued under 5:23-2.23(c) shall be \$ 171.00.

vi. The fee for the first issuance and the renewal of a temporary certificate of occupancy shall be \$ 55.00.

(1) Exception: There shall be no fee for the first issuance of the temporary certificate of occupancy provided the certificate of occupancy fee is paid at that time.

(2) Exception: Where a written request for a temporary certificate of occupancy is made for reasons other than uncompleted work covered by the permit (such as uncompleted work required by prior approvals from state or municipal agencies), no renewal fee shall be charged.

vii. The fee for plan review of a building for compliance under the alternate systems and nondepletable energy source provisions of the energy subcode shall be \$ 345.00 for one- and two-family dwellings (Group R-3 or R-5 of the building subcode), and for light commercial structures having the indoor temperature controlled from a single point, and \$ 1,725 for all other structures.

viii. The fee for an application for a variation in accordance with 5:23-2.10 shall be \$ 848.00 for class I structures and \$ 251.00 for class II and class III structures. The fee for resubmission of an application for a variation shall be \$ 389.00 for class I structures and \$ 112.00 for class II and class III structures.

ix. The fee for a permit for lead hazard abatement work shall be \$ 275.00. The fee for a lead abatement clearance certificate shall be \$ 75.00.

4. For cross connections and backflow preventers that are subject to testing, requiring reinspection annually, the fee shall be \$ 68.00 for each device when they are tested.

5. Annual permit requirements are as follows:

i. The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

ii. Fees for annual permits shall be as follows:

(1) One to 25 workers (including foremen) \$ 1040.00/worker; each additional worker over 25, \$ 392.00/worker.

(2) Prior to the issuance of the annual permit, a training registration fee of \$ 276.00 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey." The Department shall register these individuals and notify them of the courses being offered.

6. The fee for plan review for elevator devices in structures of Group R-3, R-4, or R-5, and for elevator devices wholly within dwelling units in structures of Group R-2 shall be \$ 63.00 for each device.

7. The fee for plan review for elevator devices in structures of Groups other than R-3, R-4, or R-5 and devices in structures of Group R-2 exempted by (c)6 above shall be \$ 328.00 for each device.

8. The fees for elevator device inspections and tests shall be as set forth in 5:23-12.

9. The fee for a mechanical inspection in a structure of Group R-3 or R-5 by a mechanical

inspector shall be \$ 54.00 for the first device and \$ 13.00 for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.

10. The fee for the annual electrical inspection of swimming pools, spas or hot tubs shall be \$ 75.00.

(d) The fee for an application by a manufacturer, distributor, owner or any other person for approval of any fixture, appurtenance, material or method, pursuant to 5:23-3.8, shall be an amount equal to the cost incurred, or to be incurred, by the Department for such tests as the Department may require, plus an administrative surcharge in the amount of 10 percent of such cost.

(e) Hourly charges and fees for development-wide inspection of homes after issuance of a certificate of occupancy shall be in such amount as may be reasonable and necessary in order to ascertain whether a violation exists or to verify that any work performed has abated the violation.

1. The hourly charge shall be the same as the hourly charge set forth at 5:23-4.20(b) 4 times the number of hours spent by the code official in determining whether a violation exists or verifying that any work performed has abated the violations.

2. Any appeal of a charge levied by the Department pursuant to this subsection shall be made in accordance with 5:23-2.38.

Special permits:

- (a) The permit fee for the construction of a sign shall be \$1.20 per square foot of the surface area of the sign. In the case of double-faced signs only one side of the sign shall be used for the purpose of fee computation. Minimum fee shall be \$46.
- (b) The permit fee to construct a fence that is not required by the Uniform Construction Code shall be \$20 per thousand dollars, or fraction thereof, and be determined by the estimated cost of the work per thousand dollars or fraction thereof. This fee will be collected in lieu of a construction permit fee.
- (c) The fee for a Zoning Application and/or for a Zoning Use Permit Application shall be \$25.00 and is to be paid at the time of application.

Permit fees to construct miscellaneous structures:

- 1) Use group U (temporary) fee \$75.00.
- 2) Open structural towers fee \$175.00.
- 3) Tower or dish antenna greater than 24" in diameter fee \$50.00.
- 4) Install or construct sheds 100 square feet and less than 200 square feet in use group R-3 and R-5 fee \$75.00.
- 5) All other use groups fee \$150.00.

150-197. Parks and Recreation Areas.

The Township of Riverside hereby reserves the right to establish users fees for the use of all Township recreational and other municipally owned facilities for an amount of no less than \$1 and no more than \$100 per use.

150-201. Peddling and Soliciting.

A. Every applicant for a license shall be charged by the Township Clerk for such license \$100 per year.

B. Any veteran who holds a special state license issued under the laws of the State of New Jersey shall be exempt from securing a license as provided herein for hawking and peddling, but shall be required to procure from the Township Clerk a special veteran's permit which shall be issued by the Township Clerk, upon proper identification.

C. Any person to whom a valid mercantile license shall have been issued under provisions of laws other than the within chapter shall be exempt from securing a license as provided in the section, but said person or said person's employees, agent or servants shall be required to comply with all other sections of this chapter and shall be required to procure from the Township Clerk a permit, upon proper identification and said compliance herewith.

150-144. Fees for Public Documents and Records.

A. The Township shall charge the following fees for reproduction of public records:

1) Zoning Map	\$5.00 per sheet
2) Zoning Ordinance	\$50.00
3) Site Plans	\$2.00 per sheet for 24 inches by 36 inches \$3.00 per sheet for 30 inches by 42 inches
4) Street Map	\$2.00 each
5) Reproduction on Floppy Disk	\$1.00 per disk
6) Reproduction on CD	\$5.00 per disk
7) Reproduction of Video	\$25.00 per tape
8) Reproduction of Audio Tapes	\$5.00 per tape
9) USB Jump Drive with Data	\$50.00 per drive
10) Duplicate Certificate of Redemption	\$25.00 after request in writing
11) Duplicate Certificate of Tax Sale	\$100.00 after notarized affidavit attached stating original has been lost. Resolution of Governing Body required.
12) All other Documents	\$.05 per letter; \$.07 per legal \$2.50 per page for notary services. Fees will waived for Riverside residents, upon providing proof of residency, for two pages.

150-205. Poolrooms.

A. The annual fee payable for licenses to be issued under this chapter shall be the sum of \$100 for one pool or billiard table and an additional sum of \$25 for each additional pool or billiard table on the premises.

B. In taverns, the annual license fee shall be \$50 per table

C. The aforesaid fees shall be paid to the Township Clerk of the Township of Riverside at the time the application for license is submitted. In the event that the license is refused or not issued, then the aforesaid license fees shall be refunded.

D. Any person applying for a license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$15, which is in addition to all other fees set forth herein.

150-207. Precious Metals and Gems

At the time of filing the application for a license, a license fee of \$100 shall be paid for the initial license for the premises where the activity is to be conducted, together with a fee of \$25 for each employee who is to be licensed. Thereafter, the annual renewal fee for the license shall be \$50 and for each employee who is to be licensed shall be \$25.

150-212. Rental Property

At the time of the filing of the license application, and prior to the issuance of a license, the owner or agent of the owner must pay separate fees in accordance with the following:

A. An annual license fee of \$100 per year per rental unit, which shall include the cost of the required inspection and one reinspection;

B. A reinspection fee of \$50 per rental unit, which shall be paid for each reinspection if the initial inspection discloses violations and for each change in tenant inspection;

C. If the owner of the property is a senior citizen who resides in a unit of the property and rents out the remaining unit and would otherwise qualify under the State of New Jersey Senior Citizen property tax deduction under N.J.S.A. 54:4-8.41, there shall be no fee;

D. If any fee is not paid within 30 days of its due date, additional fees will be charged in accordance with Chapter 212 of the Codes of the Township of Riverside.

150-216. Sales, Going Out of Business

The Township Clerk shall receive from the applicant for such license upon the granting thereof a license fee which shall be \$50.

150-225. Solid Waste.

Reserved.

150-228. Streets and Sidewalks.

The applicant shall pay, by separate money order, certified check or, if the applicant is a public utility as herein defined, by a corporate check a nonrefundable application fee as stipulated in the fee schedule. Applicants other than a public utility shall pay, by separate money order or certified check, a refundable escrow deposit fee for inspection and professional services as set

forth in said schedule. The unused portion of the escrow deposit shall be returned, plus any earned interest. Should the escrow deposit fee account at any time become insufficient to cover the actual or anticipated inspection and professional expense, said fund shall be subject to increase on demand.

The Township shall pay from the escrow deposit fee any costs incurred by its designated representatives or professional consultants for inspection or other engineering services or legal fees required in connection with the proposed opening or excavation at the rates established.

Public utility corporations may, if so desired, file an annual bond in an amount to be determined by the Township Engineer and/or Township Attorney, but in no event less than \$10,000, to cover the costs of replacing or repairing any street surface. The filing of such a bond shall in no way relieve any obligations as to obtaining a permit for each opening or excavation. [11-23-1987 by Ord. No. 1987-16].

A. Application fee, nonrefundable (other than public utilities).

(1) Road opening.

(a) First five linear feet: \$30.

(b) All over five linear feet, said linear feet to be defined as the longest dimension: \$20.

(2) Boring, tunneling or driving under road, lump sum: \$50.

(3) Curb, gutter, sidewalk or driveway, lump sum: \$50.

B. Application fee, nonrefundable (public utilities).

(1) Road opening.

(a) First five linear feet, said linear feet to be defined as the largest dimension: \$100.

(b) All over five linear feet, an additional fee of \$0.25 for each additional one linear foot.

(2) Boring, tunneling or driving under road or disturbance of curb, gutter, sidewalk or driveway.

(a) First 50 linear feet: \$50.

(b) All over 50 linear feet, an additional fee of \$0.25 per each one linear foot.

(3) The public utility application fee would be utilized to pay all expenses incurred by the Township or its professional consultants to administer, inspect and review and perform other services with respect to the application and construction. Application fees would be accumulated in one account for each public utility, and said funds can be utilized for payment of expenses incurred by the Township for any work performed by the respective utility company without restriction as to which application the funds were originally posted.

C. Escrow deposit fee. (not applicable to public utilities).

(1) All road openings, excavations, borings and other work as stated on the permit application.

(a) Base charge, including first five square yards of any roadway trench opened, torn up or excavated and including the first 20 linear feet of any roadway torn up or excavated: \$1,000, certified check. [8-24-1998 by Ord. No. 1998-8].

(a) Base charge, including first five square yards of any curb or driveway trench opened, torn up or excavated and including the first 20 linear feet of any curb or gutter torn up or excavated: \$250.00, certified check. [8-24-1998 by Ord. No. 1998-8].

(b) For all work proposed on each application that exceeds the quantities delineated in Subsection D (1)(a) above, a work schedule shall be submitted to and approved by the Township and/or its designated representative, who shall estimate the total escrow deposit fee required based thereon. If, at any time during the course of the work, it appears evident to the Township and/or its designated representative that the escrow deposit fee is or will be insufficient to cover all costs of inspection and/or other professional services, additional escrow deposit fees shall be estimated by the Township and paid to the Township, based on a revised work schedule to be submitted by the applicant. This procedure shall be repeated as often as necessary to guarantee sufficient escrow deposit fees being available.

(2) Actual payments from the escrow deposit fee fund shall be based on the following rates:

(a) Professional engineering services: per contract.

(b) Attorney: per contract.

(c) Nonengineering inspection or services performed by the Township's own personnel or its consultants: \$50 per hour.

D. Driveway. Applicants that do not require a road opening permit shall pay a fee of \$50.00 for the installation of a new driveway or the reconstruction of an existing driveway. In addition, any applicant who wishes to install a second driveway shall pay a fee of \$100.00 for the installation.

E. Moratorium. There shall be a fee of \$1,000.00 charged, in addition to any and all fees above, to open a road that has been reconstructed or repaved by the Township of Riverside, or its designated agents, within the previous five (5) years.

150-236. Taxicabs.

Each application shall be accompanied by a license fee of \$100 for a single taxicab to be licensed, together with a license fee of \$100 for each additional cab. There shall be submitted with each application a schedule of the rates, fees or charges proposed to be made for the use within the Township of Riverside of such taxicabs sought to be licensed.

A fee of \$25.00 will be charged to transfer any license.

150-243. Vehicles and Traffic.

Reserved.

150-246. Vital Statistics.

- A. The fee for certified copies of birth certificates, including births resulting from still births when issued shall be \$25.00 for the first certificate and \$10.00 for each additional certificate issued as the result of the same birth per each request.
- B. The fee for certified copies of death certificates shall be \$25.00 for the first certificate and \$10.00 for each additional certificate issued as the result of the same death per each request.
- C. The fee for all burial permits issued shall be \$5.00.
- D. The fee for certified copies of marriage certificates issued shall be \$25.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same marriage per request.
- E. The fee for certified copies of domestic partnership certificates issued shall be \$25.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same domestic partnership per request.
- F. The fee for certified copies of civil union certificates issued shall be \$25.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same domestic partnership per request.

150-255. Planning Board.

A. Filing Fees:

Concept Site/Subdivision Plan/Technical Review	\$100.00
Minor Site Plan	\$100.00
Major Site Plan (Preliminary)	\$200.00
Major Site Plan (Final)	\$200.00
Minor Subdivision Plan	\$100.00
Major Subdivision Plan (Preliminary)	\$200.00
Major Subdivision Plan (Final)	\$200.00
Conditional Use Application	\$200.00
Variance Application (Bulk)	\$100.00
Variance Application (Use & Other)	\$200.00
Appeals	\$100.00
Interpretations	\$100.00

Certificate of Subdivision Approval	\$50.00
Zoning Use Permit Application	\$25.00
Inspection of Site Improvements	5% of performance guarantee or \$500.00, whichever is greater
Tax Map Updates:	
1 to 4 Lots	\$300.00 per Lot
5 to 10 Lots	\$200.00 per Lot
11 or more Lots	\$175.00 per Lot
B. Escrow Fees	
Concept Site/Subdivision Plan/Technical Review	\$500.00
Minor Site Plan	\$1500.00; \$150.00/ac
Major Site Plan (Preliminary)	\$200.00/d.u.; \$3000 minimum
Major Site Plan (Final)	\$100.00/d.u.; \$1500.00 minimum
Minor Subdivision Plan	\$1500.00
Major Subdivision Plan (Preliminary)	\$2000.00; \$250.00 per lot
Major Subdivision Plan (Final)	\$2000.00; \$100.00 per lot
Conditional Use Application	\$1500.00
Variance Application (Bulk)	\$1000.00 first; \$100.00 each additional (R)
R-Residential; C-Commercial	\$1500.00 first; \$100.00 each additional (C)
Variance Application (Use & Other)	\$1000.00 (R)
R-Residential; C-Commercial	\$1500.00 (C)
Appeals	\$1000.00
Interpretations	\$1000.00

150-262. Body Art Establishments.

The fee for annual licensure of body art establishments is hereby fixed at \$100 per annum.

RESOLUTION 2012 - # 117
APPROVAL FOR HANDICAPPED PARKING

~~WHEREAS~~, pursuant to Riverside Township Code, Chapter 243-47, et seq., the Riverside Township Committee has reviewed a request for handicapped parking spot; and

WHEREAS, the Township Police Department has reviewed the request and determined that there is sufficient on-street parking to honor this request; and

WHEREAS, the Township Committee has the authority to honor these requests by Resolution pursuant to Chapter 243-49.1B.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Riverside that resident handicapped on-street parking spot is authorized at:

<u>Street</u>	<u>Street Number</u>	<u>Name of Requestor</u>
N. Chester Avenue	29	Elsie Engle

WHEREAS, pursuant to Riverside Township Code, Chapter 243-47, et seq., the Riverside Township Committee previously approved the request for a handicapped parking spots; and

WHEREAS, there is no longer a need for said spots; and

WHEREAS, the Township Committee has the authority to approve the removal of said spots.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Riverside that a resident handicapped on-street parking spots shall be removed at:

<u>Street</u>	<u>Street Number</u>	<u>Name of Requestor</u>
Paine Street	132	Marsi Meli

RESOLUTION 2012 - #118
A RESOLUTION SETTING THE 2013 VIOLATION SCHEDULE.

WHEREAS, Chapter 2 currently provides for provisions allowing for the levying violations; and

WHEREAS, the Township Committee wishes to amend this provision to allow for an increase in certain violation 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 2 is hereby as follows:

2-1. General Provisions.

Any person, firm, or corporation found to have tampered with or violated the Codes of the Township of Riverside shall, upon conviction thereof, be subject to one or more of the following: a fine not exceeding \$2,000.00; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days, unless otherwise noted herein. Each day in which such violation continues shall constitute a separate violation or offense.

2-2. False Alarms.

For the first three false alarms of any type in a calendar year, a warning shall be issued. In the event that there are additional false alarms in excess of three, the following penalties shall be imposed:

- A. Four (4) to Five (5) false alarms in a one-year period: a fine of \$25.00 per alarm.
- B. Six (6) to Ten (10) false alarms in a one-year period: the fine of \$50.00 per alarm.
- C. Eleven (11) to Twenty (20) false alarms in a one-year period: the fine of \$100.00 per alarm.
- D. More than Twenty (20) false alarms in a one-year period: fine of \$200.00 per alarm.

2-3. Alcoholic Beverages.

A. Any person who shall be adjudged guilty of violating section 4 of chapter 106 before a proper court shall be fined \$250.00 for a first offense and a fine of \$350.00 for any subsequent offense, in the discretion of the court. The court also has the discretion to suspend or postpone the violator's driving privileges for six months. The postponement shall apply to violators under the age of 17, increasing the age at which they are eligible for a New Jersey driver's license from 17 to 17 years and six months.

B. In addition to the license suspension or revocation as set forth above, any person or entity violating any provision of this section shall be subject to one or more of the following: a fine not exceeding \$2,000.00; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days. Each day in which such violation continues shall constitute a separate violation or offense.

2-4. Curfew.

Any person found in violation of this chapter shall be required to perform community service and may be subject to a fine not exceeding \$2000.00. If both a juvenile and the juvenile's parent or guardian violate such chapter, they shall be required to perform community service together. Subsequent offenders may further be subject to a fine, of not less than \$50.00 nor more than \$2,000.00 per offense. If, however, after the parent or guardian receives the notice pursuant to Chapter 134-5.5, above, the juvenile violates this chapter a second time, this shall be treated as a first offense for the parent or guardian.

2-5.Solid Waste.

Any person, firm or corporation who or which shall violate any of the provisions of this chapter shall, upon conviction, be subject to one or more of the following: a fine not exceeding \$2000.00; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days. Each day this Article is violated shall constitute a separate offense.

Any person who violates the provisions of Article II shall, upon conviction thereof, in a proceeding before a court of competent jurisdiction be subject to the following fines:

1. Residential Recycling Violation: A fine of not less than twenty-five dollars (\$25.00) and not more than one thousand dollars (\$2,000.00).
2. Commercial or Institutional Violation: A fine of not less than five hundred dollars (\$500.00) and not more than one thousand dollars (\$2,000.00).
3. Each continuing day of violation of this Ordinance shall constitute a separate offense.

2-6.Body Art Establishments.

Any person who shall violate any provision of this chapter or who shall refuse to comply with a lawful order or directive of the Township of Riverside or the Health Department of Burlington County shall be liable for penalties as provided by N.J.S.A. 26:1A-10, the general penalty provision established for violations of this Code, and all other applicable law and/or injunctive action as provided by law. In addition, any person, firm or corporation who or which shall violate any of the provisions of this chapter shall, upon conviction, be subject to one or more of the following: a fine not exceeding \$2000; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days. Each day this Article is violated shall constitute a separate offense.

2-7. Rental Property; Vacant Property.

Any person who violates any provision of this ordinance shall, upon conviction in the Municipal Court of Riverside or such other court as having competent jurisdiction, be liable for a fine not exceeding \$500.00. Any allegation or violation of this ordinance shall result in a special complaint being issued and the matter being scheduled for a hearing in the Riverside Township Municipal Court.

Notwithstanding any penalty of the within section, any person violating the within section within six (6) months of the date that any registration fee becomes due shall have the option of paying the fine at the Riverside Municipal Clerk's Office, without the necessity of a Court appearance, subject to a violation schedule. To be permitted to pay the fine through the Clerk's Office of Riverside Township, the Registration fee on that applicable unit must be paid for the applicable year. The violation schedule shall be set forth as follows:

- a. From January 1st of the calendar year that the registration pursuant to section 212-3 is past due through January 31st of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$20.00 (Twenty United States dollars);
- b. From February 1st of the calendar year that the registration pursuant to section 212-3 is past due through February 28th of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$40.00 (Forty United States dollars);
- c. From March 1st of the calendar year that the registration pursuant to section 212-3 is past due through March 31st of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$60.00 (Sixty United States dollars);
- d. From April 1st of the calendar year that the registration pursuant to section 212-3 is past due through April 30th of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$80.00 (Eighty United States dollars);
- e. From May 1st of the calendar year that the registration pursuant to section 212-3 is past due through May 31st of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$100.00 (One Hundred United States dollars);
- f. From June 1st of the calendar year that the registration pursuant to section 212-3 is past due through June 30st of that same calendar year the fine shall be payable through the Township Clerk's Office in the amount of \$120.00 (One Hundred Twenty United States dollars);

Any registration fee for any unit as defined in this section that is not paid by June 30th of the calendar year for which the registration fee is due shall not be subject to the above schedule of violations, and shall be issued a special complaint and the matter shall be scheduled for a hearing in the Riverside Township Municipal Court subject to a fine not to exceed \$500.00 (five hundred dollars) per violation. In the alternative, however, a property owner may plead guilty by affidavit and pay all registration and maximum penalties due to the Office of the Township Clerk. Said affidavit will remain on file in the Office of the Township Clerk.

RESOLUTION 2012 - #119
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE DONATING PUBLIC
PROPERTY.

WHEREAS, Hurricane Sandy had a devastating impact upon many towns in New Jersey; and

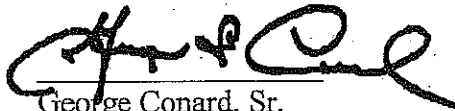
WHEREAS, Union Beach is one such town severely impacted; and

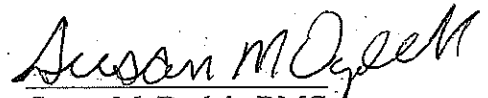
WHEREAS, the Township Committee of the Township of Riverside has been asked to donate a vehicle to Union Beach Fire Department; and

WHEREAS, the Township Committee has designated its 2001 Dodge Durango for this purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside that the public property outlined above shall be donated to Union Beach Fire Department.

Adopted the 17th day of December 2012 at the Regular Meeting of the Township Committee of the Township of Riverside.


George Conard, Sr.
Mayor


Susan M. Dydek, RMC
Municipal Clerk

CORRESPONDENCE:

- 1) Meghan Cox – Thank – you email.
- 2) Jeffrey Snow – Letter of interest for the 2013 Public Defender Position.

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

Chief Tursi reported the Police Activity for November: Incidents – 541, Investigations – 85, Adult Arrests Total – 64, Motor Vehicle Summons – 104, Motor Vehicle Accidents – 11, Juvenile Charges – 8, Curfew Violations – 0, Protective Custody – 0, Domestic Violence Cases – 0, Summons for False Alarms – 2, False Alarm Calls – 19. Chief Tursi reported 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. A copy of the report is on file in the Office of the Municipal Clerk.

Mayor Conard reported the Delran Emergency Squad Activity for November 2012: Medical Emergencies – 69, Motor Vehicle Accidents – 0, Fire Stand Bys – 5, Non Emergency Transports – 0, Football Standbys – 2, Patients transported to the hospital – 56 and Patients refused treatment and transportation – 13.

DEPARTMENT OF PUBLIC WORKS:

Mrs. Hatcher stated that Mr. March will give the report. Mr. March reported that the Public Works Department is still working on fall leaf collection, picked up branches throughout the Township and did preparations for Christmas in Riverside. The activities for January 2013 were reported. The report is on file in the Municipal Clerk's Office.

Mrs. Hatcher commended the Public Works Department on the excellent job performance of collecting leaves in the Township.

DEPARTMENT OF REVENUE AND FINANCE:

Mr. Van Meter stated that Deputy Tax Collector Dydek will give the report. Deputy Tax Collector Dydek reported that the Real Estate Tax Collection Status as follows: Prior Year – 99.97%, Current Year – 96.92% and Next Year – 0.61%.

DEPARTMENT OF RECREATION:

Mr. Prisco had no report.

DEPARTMENT OF PUBLIC EVENTS AND ECONOMIC DEVELOPMENT:

Mrs. Hatcher reported that Christmas in Riverside was held on December 7, 2012 and there was a great turn-out. Mrs. Hatcher reported on the House Decorating Contest and stated the winners: 800 Devon Road, 136 Delaware Avenue, 301 Lippincott Avenue, 379 Carroll Street, 850 Bridgeboro Street, 422 Dauphin Street, 650 Taylor Street, 629 Monroe Street, 504 Jefferson Street and the winner of the Business Decorating contest was Barclay Insurance on Bridgeboro Street.

SOLICITOR'S REPORT:

Solicitor Saponaro had no report.

MUNICIPAL CLERK'S REPORT:

Municipal Clerk Dydek stated that her report has been submitted to the Committee for review. A copy of the report is on file in the Municipal Clerk's Office.

ENGINEER'S REPORT:

Mayor Conard asked the Committee if there were any questions regarding the Engineer's Report that was submitted. No questions were presented. A copy of the report is on file in the Municipal Clerk's Office.

ADMINISTRATOR'S REPORT:

Administrator Jack reported that the Phase VI Project of Filmore, Taylor, and Kossuth Street is complete. The Township is waiting to do a walk through with the Engineer to create a punch-list if needed; then the close out of the grant will be submitted with final payment issued to the contractor.

Mrs. Hatcher questioned the curbing on Madison Street. Administrator Jack stated that the Engineer will be following up with the residents in that area. Also, the Engineer will speak with the contractor regarding the curbing in the 100 block of Madison Street. The report is on file in the Municipal Clerk's Office.

RENTAL INSPECTOR'S REPORT:

The Rental Inspector's report has been distributed. Mayor Conard questioned if the Committee had any inquiries. No inquiries were presented. The report is on file in the Municipal Clerk's Office.

Motion made by Mr. Prisco, seconded by Mr. Van Meter approving all the reports that were submitted carried.

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RECEIPTS:

DATE	RECEIVED	DESCRIPTION	TOTAL
3-Dec	M JACK	ZONING	\$ 25.00
4-Dec	CONSTRUCTION	PERMITS	\$ 1,534.00
5-Dec	CONSTRUCTION	PERMITS	\$ 851.00
6-Dec	CONSTRUCTION	PERMITS	\$ 273.00
10-Dec	M JACK	ZONING	\$ 25.00
10-Dec	M JACK	ZONING	\$ 75.00
10-Dec	MUNICIPAL COURT	FINES	\$ 17,021.69
11-Dec	M CHIACCIO	INSURANCE	\$ 36.09
11-Dec	AMQUIP	PD TRAFFIC CONTROL	\$ 1,094.15
12-Dec	DELRAN TWP	TRAFFIC LIGHTS	\$ 470.06
12-Dec	STATE OF NJ	RESTITUTION	\$ 63.74
12-Dec	CONSTRUCTION	PERMITS	\$ 268.00
13-Dec	CONSTRUCTION	PERMITS	\$ 267.00
14-Dec	CONSTRUCTION	PERMITS	\$ 47.00
14-Dec	CONSTRUCTION	PERMITS	\$ 529.00
14-Dec	TAX COLLECTOR	NOVEMBER BALANCE	\$ 453,079.33
14-Dec	TAX COLLECTOR	INTEREST	\$ 1,166.87
17-Dec	VERIZON	PD TRAFFIC CONTROL	\$ 5,758.97
17-Dec	RIVERSIDE BOE	PD REIMBURSEMENT	\$ 2,147.22
17-Dec	MUNICIPAL COURT	RODRIGUES	\$ 125.00
19-Dec	M JACK	ZONING	\$ 145.00
19-Dec	M JACK	ZONING	\$ 50.00
19-Dec	M JACK	ZONING	\$ 165.00
19-Dec	CONSTRUCTION	FIRE PREVENTION	\$ 42.00
19-Dec	CONSTRUCTION	CO	\$ 171.00
20-Dec	CONSTRUCTION	PERMITS	\$ 301.00
20-Dec	CONSTRUCTION	PERMITS	\$ 139.00
21-Dec	CONSTRUCTION	PERMITS	\$ 48.00
21-Dec	DELRAN TWP	TRAFFIC LIGHTS	\$ 135.75
21-Dec	DELRAN TWP	GAS (2ND & 3RD QTR)	\$ 76,806.01
21-Dec	ROTO ROOTER	ESCROW & FINE	\$ 2,000.00
20-Dec	VARIOUS	ESCROW	\$ 19,000.00
26-Dec	R RUSSELL	REIMBURSEMENT	\$ 15.00
28-Dec	RWRA	RENT	\$ 55,000.00
28-Dec	RWRA	CAPITAL DOWN PAYMENT	\$ 15,000.00
28-Dec	RWRA	HEALTH INSURANCE REIMBURSE	\$ 169,409.69
28-Dec	RFD	PUMP	\$ 25,000.00
28-Dec	CONSTRUCTION	PERMITS	\$ 194.00
29-Dec	TREASURER	PETTY CASH	\$ 39.70
31-Dec	TREASURER	PETTY CASH BALANCE	\$ 60.30

Motion made by Mrs. Hatcher and Mr. Van Meter that the following bills be approved for payment carried:

DATE 12/17/12 TIME 4:04 PM		TOWNSHIP OF RIVERSIDE		OPERATOR -	
CHK NUMBER : 99		CHECK REGISTER		CHECKS FROM 12/01	
BANK #	CHECK DATE	VENDOR#	PAY TO THE ORDER OF	CHECK	AMOUNT
0	12/07/12	14350	FORD MOTOR CREDIT COMPANY	15179	2,102.06
	(PAY TO VENDOR)	14350	FORD MOTOR CREDIT CO.		
0	12/07/12	19640	AMOS HOLT	15180	150.00
0	12/07/12	34266	VERIZON	15181	227.88
0	12/07/12	34290	NEW JERSEY-AMERICAN	15182	94.47
0	12/07/12	40830	PSE&G	15183	9,245.82
0	12/07/12	45035	RIVERSIDE SENIOR CITIZENS CLUB	15184	250.00
0	12/07/12	61717	XTEL COMMUNICATIONS INC.	15185	404.05
0	12/12/12	1949	AT & T	15186	366.13
	(PAY TO VENDOR)	1949	AT & T		
0	12/12/12	3750	HORIZON BLUE CROSS BLUE SHIELD	15187	3,746.00
	(PAY TO VENDOR)	3750	HORIZON BLUE CROSS BLUE SHIELD		
0	12/12/12	34290	NEW JERSEY-AMERICAN	15188	361.49
			** VOIDED **	15189	
			** VOIDED **	15190	
0	12/12/12	45050	RIVERSIDE TWP. PAYROLL ACCT.	15191	221,962.16
0	12/17/12	272	ACCESS ABILITY	15192	395.00
0	12/17/12	1120	ALL INDUSTRIAL SAFETY PRODUCTS	15193	19.80
0	12/17/12	3080	BEVAN SECURITY SYSTEMS INC.	15194	1,966.00
0	12/17/12	3490	BIRDSALL SERVICES, INC.	15195	150.00
	(PAY TO VENDOR)	3490	BIRDSALL SERVICES, INC.		
0	12/17/12	4620	BURLINGTON COUNTY ANIMAL &	15196	100.00
0	12/17/12	4650	BURLINGTON COUNTY TIMES	15197	351.26
	(PAY TO VENDOR)	4650	COURIER TIMES INC.		
0	12/17/12	6675	COMCAST	15198	154.01
	(PAY TO VENDOR)	6675	COMCAST		
0	12/17/12	6939	CREATIVE PRODUCT SOURCING, INC.	15199	577.50
0	12/17/12	6947	CRYSTAL SPRINGS	15200	29.74
	(PAY TO VENDOR)	6947	CRYSTAL SPRINGS		
0	12/17/12	6955	CUSTOM BANDAG, INC.	15201	235.00
0	12/17/12	8220	DEER PARK SPRING WATER COMPANY	15202	12.00
	(PAY TO VENDOR)	8220	DEER PARK SPRING WATER COMPANY		
0	12/17/12	8221	DEJANA TRUCK & UTILITY	15203	99.98
0	12/17/12	10466	EAST RIVER ENERGY	15204	20,022.47
0	12/17/12	10761	EDMUNDS & ASSOCIATES, INC.	15205	2,280.00
0	12/17/12	14348	LANCE FORBES	15206	250.00
	(PAY TO VENDOR)	14348	LANCE FORBES		
0	12/17/12	17070	GOOD IMPRESSIONS, INC.	15207	213.00
0	12/17/12	17072	GOODYEAR TIRE	15208	494.64
0	12/17/12	18254	LORRAINE HATCHER	15209	150.00
0	12/17/12	18666	HERITAGE CLEANERS & TAILORS LL	15210	195.00
0	12/17/12	22615	ITS NEOPOST, INC.	15211	269.36
0	12/17/12	23425	RIVERSIDE NAPA	15212	116.27
0	12/17/12	23426	MEGHAN JACK	15213	24.70
0	12/17/12	29012	LIFESAVERS, INC.	15214	387.46
0	12/17/12	29028	LSI LINE SYSTEMS, INC	15215	915.69
	(PAY TO VENDOR)	29028	LINE SYSTEMS, INC		
0	12/17/12	30075	LOWTHERS SMALL ENGINE INC.	15216	158.90
0	12/17/12	31205	MD REMODELING LLC	15217	795.00
0	12/17/12	31235	JOHN J. MALEY, JR.	15218	6,320.00
0	12/17/12	31410	DENNIS P. MC INERNEY	15219	400.00
0	12/17/12	31801	MGL PRINTING SOLUTIONS	15220	409.00

Check number 15178 is void.

ATE 12/17/12 TIME 4:05 PM
99

TOWNSHIP OF RIVERSIDE
CHECK REGISTER

OPERATOR -
CHECKS FROM 12/01/12 TO 12,

BANK #	CHECK DATE	VENDOR#	PAY TO THE ORDER OF	CHECK	AMOUNT
0	12/17/12	32665	LEONOR MORAIS	15221	400.00
0	12/17/12	32712	MR. JOHN, INC.	15222	163.12
0	12/17/12	33260	MUNICIPAL RECORD SERVICE	15223	662.00
0	12/17/12	34268	VERIZON WIRELESS	15224	274.16
0	12/17/12	34272	LAWYERS DIARY & MANUAL	15225	184.00
0	12/17/12	39088	PAUL'S TREE SERVICE	15226	1,500.00
0	12/17/12	39489	PETROLEUM TRADERS CORPORATION	15227	13,902.11
0	12/17/12	39750	PICS ONLINE, INC.	15228	249.88
0	12/17/12	40440	POGUE SAFETY AND HEALTH	15229	232.00
0	12/17/12	40912	PT'S ELECTRICAL CONTRACTING	15230	428.00
0	12/17/12	45017	RICOH AMERICAS CORPORATION	15231	400.51
0	12/17/12	45025	RIVERSIDE BOARD OF EDUCATION	15232	629,991.83
			** VOIDED **	15233	
			** VOIDED **	15234	
			** VOIDED **	15235	
0	12/17/12	45050	RIVERSIDE TWP. PAYROLL ACCT.	15236	292,640.04
0	12/17/12	45069	RIVERSIDE FIRE COMPANY	15237	160.00
0	12/17/12	45077	RIVERSIDE PUBLIC LIBRARY	15238	3,750.00
0	12/17/12	45095	POSTMASTER	15239	200.00
0	12/17/12	45910	R. LOUIS GALLAGHER	15240	1,333.00
0	12/17/12	46836	GEORGE R. SAPONARO, ESQ.	15241	3,000.00
0	12/17/12	47056	SCHWERING HARDWARE INC.	15242	60.90
0	12/17/12	48150	JEFFERY SNOW	15243	1,250.00
0	12/17/12	48717	STAPLES CONTRACT & COMMERCIAL	15244	339.01
	(PAY TO VENDOR)	48717	STAPLES		
0	12/17/12	48720	STAR SPRINKLER SYSTEMS, INC.	15245	127.50
0	12/17/12	48754	STELLWAG'S HIDDEN ACRES	15246	300.00
	(PAY TO VENDOR)	48754	STELLWAG'S HIDDEN ACRES FARM,		
0	12/17/12	50160	THANKS FOR BEING GREEN LLC	15247	369.90
0	12/17/12	57260	W. B. MASON CO., INC.	15248	785.15
	(PAY TO VENDOR)	57260	W. B. MASON CO., INC.		
0	12/17/12	57296	WASTE MANAGEMENT OF NEW JERSEY	15249	19,021.00
0	12/17/12	57690	WEST PUBLISHING GROUP	15250	368.08
0	12/17/12	57695	WESTERN PEST SERVICES	15251	88.00
0	12/17/12	3750	HORIZON BLUE CROSS BLUE SHIELD	15252	3,746.48
	(PAY TO VENDOR)	3750	HORIZON BLUE CROSS BLUE SHIELD		
0	12/17/12	4620	BURLINGTON COUNTY ANIMAL &	15253	60.00
0	12/17/12	4627	TREASURER - BURLINGTON COUNTY	15254	22,043.09
	(PAY TO VENDOR)	4627	TREASURER - BURLINGTON COUNTY		
0	12/17/12	5685	CERTIFIED LABORATORIES	15255	580.47
	(PAY TO VENDOR)	5685	CERTIFIED LABORATORIES		
0	12/17/12	5974	CGP&H	15256	1,155.00
0	12/17/12	17030	PHILLIP J. GOFFREDO	15257	26.35
0	12/17/12	17070	GOOD IMPRESSIONS, INC.	15258	68.00
0	12/17/12	22615	ITS NEOPOST, INC.	15259	6.37
0	12/17/12	34249	NETCARRIER TELECOM, INC.	15260	798.17
0	12/17/12	45025	RIVERSIDE BOARD OF EDUCATION	15261	160.00
0	12/17/12	50885	TOWNSHIP OF MAPLE SHADE	15262	1,816.58
	(PAY TO VENDOR)	50885	TOWNSHIP OF MAPLE SHADE		

DATE 12/17/12 TIME 4:05 PM
79TOWNSHIP OF RIVERSIDE
CHECK REGISTER

OPERATOR -

CHECKS FROM 12/01/12 TO 12/12/12

BANK # CHECK DATE VENDOR# PAY TO THE ORDER OF

CHECK AMOUNT

** BANK TOTAL **

1,279,042.54

** BANK TOTAL **

.00

** REPORT TOTALS **

1,279,042.54

Solicitor Saponaro read the following statement, "As everyone is aware, due to concerns over the 2013 budget, the Township submitted a layoff plan to the State which is required for Civil Service Municipalities including Riverside. Under State Regulations, the Township is required to provide a minimum of thirty (30) days notice to the State and receive its approval for any layoff plan as well as to provide forty – five days notice (45) to any employee who could potentially be affected by such plan. To date, that is all, and the Township Solicitor clarified, ALL THAT HAS BEEN DONE BY THE TOWNSHIP. The Township Administrator has communicated with all employees potentially affected with the exception of one, with whom the Chief of Police has communicated directly, and she will continue to do so until this process has concluded. Please note that these layoffs are not set in stone,(the Solicitor repeated that statement), and that the Township is doing everything possible to avoid them in their entirety. In addition, there is no intention at all of the Township Committee to remove any School Resource Officer from the school. Any changes to that program will be determined by the Chief of Police after consulting with the Township Committee, and will be discussed with the Superintendent of the Schools. The layoff plan was put in place at this time to ensure that the Township may proceed with layoffs in the event that the 2013 budget will not support and cannot sustain the current staffing levels, and only in that event. In addition to the above, the Solicitor would like to take a moment to address the incorrect and what the Solicitor would consider completely irresponsible information which has been circulated both by gossip, rumor and through social media outlets within the Township of Riverside. The Township would confirm that there are presently two (2) police officers who due to an administrative error, have not been properly and inadvertently not been enrolled correctly in the Pensions System. The Township has been working to address that issue and steps were taken several weeks ago to begin correcting that process. The comments however, or any statements, or anything to the contrary, suggesting that any employee of the Township, in any event, knowingly, or purposely diverted these funds in any way is completely irresponsible and linking this error to this (layoff) situation, only makes this (layoff) situation worse. The Township has and will continue to take all proper and necessary steps to remedy this action and done continually to do so. Furthermore, the Solicitor noted that the Township has taken his advice and the Committee tonight has taken further action and ensured that these employees are properly protected and get correctly entered into the Pension System as they should be. Contrary to any statements, the money remains in the general fund of the Township and has not been diverted anywhere else. The money will be made available and is presently available for remittance to the State, once the State properly certifies these employees. No individual or group has filed any lawsuits against the Township as of today's date, and the Solicitor would be aware of any lawsuits if they occurred. The Solicitor further stated that the Township welcomes any comments, but requires that all persons take notice that the comments should be respectful and further that if any positions are being discussed, that only the positions be discussed and that no employees' names can be used, specifically as employees of the Township of Riverside."

PUBLIC PORTION

Mayor Conard opened the Public Portion.

- 1) **Mr. Richard Mc Mullen – 408 Lippincott Avenue Riverside, NJ** – questioned if there were any studies done regarding the layoffs of Police Officers. Mr. Mc Mullen stated

that with cutting the shifts, the Township will be paying more money in overtime because the shifts need to be covered. Mr. Mc Mullen stated his concern if a police officer is out on disability. Mayor Conard stated that it is not the intent of the Township to layoff any police officers; it is the intent of the Township to use all resources to keep the police officers.

- 2) **Mr. Richard Kostrub, 151 E. Washington Street, Riverside, NJ** – stated that he is coming as a friend to the Police Department and the Township, and believes that the Committee is trying to do what is best for Riverside. Mr. Kostrub stated that he has served in the war and is a veteran, that he supports the Police and requested the Committee to consider any layoffs.
- 3) **Ms. Linda Prisco, 240 Hooker Street, Riverside, NJ** – stated that she has lived in Riverside all her life. Ms. Prisco stated that there are drugs in rental properties and the Police have an immediate response time when responding and that the drugs are gone. Ms. Prisco stated that she loves Riverside and the Police and the Township cannot afford to lose any Police.
- 4) **Tara Mc Elroy, Sylvan Street, Riverside, NJ** – stated that there are only two Township Committee people that come to Township events. Ms. Mc Elroy stated that she moved to Riverside fourteen (14) years ago because it was considered a promising town. Ms. Mc Elroy stated that if the Township gets rid of the Police, it will ruin the Township. Mr. Prisco stated that it is not the will of the Township Committee to layoff any police officers and welcomed any suggestions with the exception of any property tax increases. Ms. Mc Elroy questioned Mr. Prisco if he paid property taxes. Mr. Prisco responded in the affirmative. Ms. Mc Elroy then proceeded to state some incorrect facts regarding Mr. Prisco's property ownership information and tax payment information.
- 5) **Mr. Michael Biford, 605 Fifth Street, Riverside, NJ** – expressed his concern regarding the potential layoffs. Mr. Biford said that since the Light Rail Line has been running and stops in Riverside, it has brought more crime into the Township. Mr. Biford requested to see studies or proof showing that the Township is unable to sustain the affected employees. Mr. Biford said that he would like to continue to raise his daughter in the Township, but stated his concern with the increased crime and drugs that the Light Rail Line has brought to the Township and how it will be controlled with less Police Officers.

Administrator Jack addressed the Public and explained the budget procedure.

Administrator Jack stated that each department within the Township affects each other as well as the Municipal Budget. If one looks at the Police Budget with what the Township expends, the monies that the Township takes in not only have to support the salaries of the Police Officers and the operating expense of the Police Officers, but the salaries and operating expenses of the Administrative Employees as well as Public Works Salaries and operating expenses. Riverside Township has a \$6,000,000.00 budget for revenues and appropriations. So basically, the Township spends \$6,000,000.00 a year and needs to take in that amount in revenues. In the 2012 budget, the Police salaries alone are over 1.5+ million dollars. The Administrative salaries include some of the following employees: the Statutory Employees, the Construction Department, the Judge, the Prosecutor, and the Public Defender. Within the Public Works Department, there are one foreman, two truck drivers, a laborer and a part – time laborer. The layoff plan now calls for all laborer positions to be part –time positions. When one looks at the overall

composition of the budget with the current salaries of the Police Officers, the only way cuts can be done from the budget, if the Township is required to, is unfortunately through the salaries of the Police Officers. The Township has reviewed the budget with reference to paying overtime and the current salaries and basically, there are three types of overtime. The first type of overtime is shift differential which is paid to the Police Officers who work at nighttime. This line item varies between \$0.80 and \$0.95 an hour for those Officers. The second is a holiday pay for the Officers. Holiday pay is a separate line item. The third is the regular department overtime. Much of this overtime is used for the Detective Bureau. This portion of the budget has decreased over the years since additional Officers have been added. However, recently, the overtime hours have increased. Furthermore, Administrator Jack explained the 2% CAP and the amount that the budget can be raised; and stated that the 2013 Budget can only be raised \$80,000.00 over the prior year. The Township is required to stay under the 2% CAP. One of the things that has hurt the Township substantially is that the State of New Jersey has decreased the amount of State Aid that is given to the Township over the years. In the past two years, the Township has received roughly, \$788,000.00 from the State through aid. Administrator Jack explained the surplus of the budget, stating the 2% CAP had decreased the surplus, which is what the Governor wants. The Governor wants to ensure that any money that the Township takes in from the taxpayers in a given year are spent in that same year. Since the 2% CAP has been instituted, the surplus has roughly gone from \$900,000.00 to 427,000.00 this year. The Township will not know what the amount will be available in 2013, until the Annual Financial Statement is completed. Because of this, the Committee has authorized to put the Township in a position should the Township need to layoff because of the 2% CAP. At this point, there is no operating expense that can be cut. Every department including the Police Department's operating budget has been cut. The Police Department's operating budget this year has been cut to \$73,000.00; which cannot accommodate all the needs of the department. This cannot continue to happen. Again, the only other option is, unfortunately, to cut salaries and the Police Department has the largest salary amount. A definite decision should be made in a couple of weeks, when the Township knows definitively the budget amounts. Administrator Jack explained that in the prior years, this layoff plan almost happened, but was averted; giving the example of when Police Officer Rossi retired a couple of years ago; the Township could not financially replace him although they wanted to. The salary and fringe benefits that were saved when Officer Rossi retired is roughly \$100,000.00 for one year, and this is roughly what the surplus is decreasing every year. Another item that is affecting the surplus is the amount of tax appeals that the Township is receiving. The Township has lost over \$1.4 million dollars this year in assessed values through appeals. The Township has had the largest number of appeals this year than any prior year. The only amount that was made up for this loss was a house that was sold by a disabled veteran that did not pay taxes prior. Because of the economy and the housing market, the Township is losing money each year. Going into 2013, the Township is losing \$1.4 million dollars in assessments. Until the housing market returns, or people are not successfully able to appeal their taxes, this is a reality that the Township must face. The Township Committee does not want to substantially raise property taxes, but property taxes were raised this year so that the residents could continue to receive the services that they have been receiving. Administrator Jack explained that the further the Township

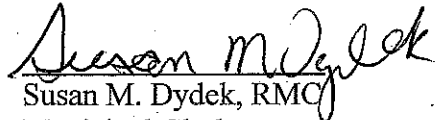
goes under the 2% CAP each year, means the further the Township is financially constrained. Administrator Jack welcomed questions from the Public. No questions from the Public were presented to Administrator Jack.

- 6) **Mr. Ed Tracy, 311 Heulings Avenue, Riverside, NJ** – questioned if the Police Officers that received layoff notices are currently working. Mayor Conard answered in the affirmative. Mr. Tracy questioned if the Police Officers do get laid off, would the Police Officers be removed from riding and monitoring the Light Rail Line? Mayor Conard stated that this program is and would be continued to be monitored by the Police Chief. Mr. Tracy suggested salary decreases. Mayor Conard stated that the Township will use all of its revenues and assets to avoid a layoff.
- 7) **Ms. Christine Martinez, 230 Cleveland Avenue, Riverside, NJ** – questioned if the Police Officers were laid off, would the school lose the School Resource Officer. Ms. Martinez expressed concern about losing the School Resource Officer and stated that her children were afraid to go to school after the shootings in Connecticut. Mayor Conard stated that the Committee never discussed removing the School Resource Officer from the school. There was a brief discussion over the salary of the School Resource Officer.
- 8) **Mr. Michael Di Miero, 216 Delaware Avenue, Riverside, NJ** - said that he supports the Police and is concerned with the crime that comes into Riverside Township through the Light Rail Line and questioned if the Township Committee had the ability to pass a resolution to cease a stop in Riverside on the Light Rail Line. Solicitor Saponaro stated that he will look into this request. Solicitor Saponaro stated that he is the Solicitor in more than one municipality and he is aware that a meeting occurred with New Jersey Transit in trying to alleviate the crime.
- 9) **Ms. Diane Schroder, 3 S. Pavilion Avenue Apt. 2, Riverside NJ** – said that she supports the Police and the Light Rail Line.
- 10) **Ms. Donna Klemm Deyhle – 803 Rancocas Avenue, Riverside NJ** – questioned if the Township Committee requested that the Police Officers' take a salary cut to save the affected Officers; and stated that there are enough problems in the Township with drugs and gangs.
- 11) **Mr. Bill Mc Mullen, 318 Heulings Avenue, Riverside, NJ** – questioned the pension mistake that was made. Solicitor Saponaro stated that the problem was discovered by an employee, that two employees were mistakenly not enrolled in the pension system; steps have been taken to remedy this and so that this would not happen again.
- 12) **Mr. Pete Alfonito, FOP Lodge #2** – said that he is very happy that the Committee is sincere in trying to keep the Police Officers and stated that he would like the Township Committee to consider some statistics when considering the layoffs. The statistics are: Riverside Police Department ranks number one in Burlington County with Indictable Offenses (327), Disorderly Persons (898), and Ordinance Violations (736). Also, in 2011, the Department handled 7,690 incidents which was an increase of 10% from 2010, in 2011 the Police Department handled 1,079 investigations (which was up 7% from the previous year), and in 2011, the Riverside Police Department ranked number one in adult arrests on a per officer basis. Mr. Alfonito questioned if the Police Officers could save \$100,000.00, would this avoid layoffs? Administrator Jack stated that the Township needs to see how much State Aid and the surplus numbers before any decisions are made. Administrator Jack stated that the affected Officers may receive another letter stating

layoff intentions. Mr. Alfonito stated all the programs the Riverside Police Officers accomplished with their small department.

Hearing nothing further from the Public, motion made by Mr. Van Meter and Mr. Prisco carried: Public Portion be closed.

There being no further business to attend to, motion made by Mrs. Hatcher and Mr. Prisco that the meeting be adjourned, and so declared by Mayor Conard.


Susan M. Dydek, RMC
Municipal Clerk