

Monday evening  
January 4, 2016  
6:00pm  
**Reorganization Meeting**  
Riverside, N.J.

**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 Township Municipal Building on December 2, 2016.
- 2) Written notice was delivered to the Burlington County Times on December 2, 2016 and mailed to the Courier – Post on December 2, 2016.
- 3) Filed written notice with the Clerk of the Township of Riverside on December 2, 2016.

The Reorganization 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, Le Coney, Bienkowski, Conard and Mrs. Hatcher along with Municipal Clerk Susan M. Dydek and Administrator Meghan Jack.

The Meeting opened with prayer by Reverend Anne Mc Rae Wrede from St. Stephen's Episcopal Church.

All present stood to salute the flag.

The first order of business was administering the oath of office to Incumbent Committeewoman Lorraine M. Hatcher and Incumbent Committeeman Timothy Le Coney. Assemblyman Troy Singleton administered the Oath of Office to both Mrs. Hatcher and Mr. Le Coney.

The next order of business was the appointment of a Chairman (Mayor) for the year 2016. Susan M. Dydek, Municipal Clerk, called for nominations of a Chairman (Mayor) for the year 2016. Mrs. Hatcher nominated Mr. Conard. **Hearing no further nominations, motion made by Mrs. Hatcher, seconded by Mr. Le Coney, to appoint Mr. Conard as Chairman (Mayor) for the year 2016 carried. Mr. Conard be appointed Chairman (Mayor) for the year 2016, and assumed the chair.**

Municipal Clerk Dydek called for nominations of a Vice-Chairman (Deputy Mayor) for the year 2016. Mr. Le Coney nominated Mrs. Hatcher. **Hearing no further nominations, motion made by Mr. Bienkowski, seconded by Mr. Le Coney to appoint Mrs. Hatcher as Vice-Chairwoman (Deputy Mayor) for the year 2016 carried.**

Assemblyman Singleton administered the Oath of Office to Chairman (Mayor) Conard and he administered the Oath of Office to Vice – Chairwoman (Deputy Mayor) Hatcher.

Assemblyman Singleton addressed the Township Committee and the Public and wished Riverside Township a Happy, Healthy and Successful New Year.

**RESOLUTIONS:**

Municipal Clerk Dydek called for nominations for an Attorney. Mrs. Hatcher nominated George Saponaro with Saponaro Law Group.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016-#01 – APPOINTMENT OF AN ATTORNEY.**

**Mr. Bienkowski made a motion to adopt Resolution 2016-# 01, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain - Mr. Prisco. Motion carried.**

Municipal Clerk Dydek called for nominations of a Redevelopment Attorney. Mrs. Hatcher nominated Al Marmero with Long Marmero & Associates.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016-# 1A - APPOINTMENT OF A REDEVELOPMENT ATTORNEY.**

**Mr. Hatcher made a motion to adopt Resolution 2016-# 1A, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.**

Municipal Clerk Dydek called for nominations of a Conflict Redevelopment Attorney. Mr. Le Coney nominated The Garty Law Firm.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016-# 1B - APPOINTMENT OF A CONFLICT REDEVELOPMENT ATTORNEY.**

**Mrs. Hatcher made a motion to adopt Resolution 2016-# 1B, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.**

Municipal Clerk Dydek called for nominations for the appointment of an Engineer. Mrs. Hatcher nominated Hugh Dougherty with Pennoni Engineering.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 02 – APPOINTMENT OF AN ENGINEER.**

Mr. Bienkowski made a motion to adopt Resolution 2016- # 02, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski, and Conard. Nays – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of a Redevelopment Engineer. Mrs. Hatcher nominated Environmental Resolutions Inc.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 2A – APPOINTMENT OF A REDEVELOPMENT ENGINEER.**

Mrs. Hatcher made a motion to adopt Resolution 2016-# 2A, seconded by Mr. Conard. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski, and Conard. Nays – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of a Conflict / Special Projects Redevelopment Engineer. Mr. Le Coney nominated Environmental Resolutions Inc.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 2B – APPOINTMENT OF A CONFLICT / SPECIAL PROJECTS REDEVELOPMENT ENGINEER.**

Mr. Bienkowski made a motion to adopt Resolution 2016-# 2B, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski and Conard. Nays – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of an Auditor. Mrs. Hatcher nominated John Maley.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016-#03 APPOINTMENT OF AN AUDITOR.**

Mr. Bienkowski made a motion to adopt Resolution 2016-# 03, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney and Conard. Nays – Messrs. Prisco and Bienkowski. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of an Accountant. Mr. Le Coney nominated Bowman.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016-#03A APPOINTMENT OF AN ACCOUNTANT.**

Mr. Prisco made a motion to adopt Resolution 2016-# 03A, seconded by Mr. Conard. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Prisco, Bienkowski, Le Coney and Conard. Nays – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of Labor Counsel Attorney. Mrs. Hatcher nominated Armando Riccio.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 04 APPOINTMENT OF LABOR COUNSEL.**

Mrs. Hatcher made a motion to adopt Resolution 2016- # 04, seconded by Mr. Prisco. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski, and Conard. Nays – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of a Bond Counsel. Mr. Le Coney nominated Parker Mc Cay.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 05 – APPOINTMENT OF A BOND COUNSEL.**

Mr. Bienkowski made a motion to adopt Resolution 2016- # 05, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of a Risk Management Consultant. Mr. Prisco nominated the AJM

Mr. Prisco made a motion to appoint AJM as Risk Management Consultant. Hearing no second on the motion, the motion died.

Mr. Conard made a motion to *table* the appointment of a Risk Management Consultant seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Conard, Bienkowski and Le Coney. Nays – Mr. Prisco. Abstain – None. Motion tabled.

**RESOLUTION 2016 - # 06 – APPOINTMENT OF A RISK MANAGEMENT CONSULTANT.**

Resolution 2016 - #06 was tabled and no appointment was made.

Municipal Clerk Dydek called for nominations of a Municipal Prosecutor. Mr. Le Coney nominated. Lou Gallagher.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 07 -APPOINTMENT OF A MUNICIPAL PROSECUTOR.**

Mrs. Hatcher made a motion to adopt Resolution 2016-# 07, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski, and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.

**RESOLUTION 2016-# 7A - APPOINTMENT OF ALTERNATE MUNICIPAL PROSECUTORS.**

Mr. Prisco made a motion to table this Resolution and that these appointments will be at the discretion of the Court, seconded by Mrs. Hatcher carried.

Municipal Clerk Dydek called for nominations of a Public Defender. Mr. Le Coney nominated James Grace.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - #08 – APPOINTMENT OF A PUBLIC DEFENDER.**

Mr. Bienkowski made a motion to adopt Resolution 2016- #08, seconded by Mr. Conard. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.

**RESOLUTION 2016 - #08A – APPOINTMENT OF A CONFLICT PUBLIC DEFENDER.**

Mr. Prisco made a motion to table this Resolution and that these appointments will be at the discretion of the Court, seconded by Mr. Le Coney carried.

Municipal Clerk Dydek called for nominations of a Judge. Mrs. Hatcher nominated Dennis P. Mc Inerney.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - #09 – APPOINTMENT OF A JUDGE.**

Mrs. Hatcher made a motion to adopt Resolution 2016- #9, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski and Conard. Nays – None. Abstain – Mr. Prisco. Motion carried.

Municipal Clerk Dydek called for nominations of a member to the Riverside Water Reclamation/Sewerage Authority. Mrs. Hatcher nominated Mr. Gary Haman.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - # 10-APPOINTMENT TO THE RIVERSIDE WATER RECLAMATION/SEWERAGE AUTHORITY.**

Mrs. Hatcher made a motion to adopt Resolution 2016-# 10, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski and Conard. Nays – None. Motion carried

Municipal Clerk Dydek called for nominations of a Public Safety Director. Mrs. Hatcher nominated George Conard Sr.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - #11 APPOINTMENT OF A PUBLIC SAFETY DIRECTOR.**

Mr. Bienkowski made a motion to adopt Resolution 2016- #11, seconded by Mr. Le Coney. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco and Bienkowski and Conard. Nays – None. Abstain – None. Motion carried.

**RESOLUTION 2016 - #12 APPOINTMENT OF A FIRE POLICE IN THE TOWNSHIP OF RIVERSIDE.**

Mr. Conard made a motion to adopt Resolution 2016- #12, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Bienkowski, and Conard. Nays -None. Abstain – Messrs. Prisco and Le Coney. Motion carried.

Municipal Clerk Dydek called for nominations of a Township Planner. Mr. Le Coney nominated Barbara Fegley with Environmental Resolutions Inc.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2016 - #13 APPOINTMENT OF A TOWNSHIP PLANNER.**

Mrs. Hatcher made a motion to adopt Resolution 2016- #13, seconded by Mr. Bienkowski. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Prisco, Bienkowski and Conard. Nays -None. Motion carried.

RESOLUTION 2016 - #01  
APPOINTMENT OF AN ATTORNEY

WHEREAS, there exists a need for an attorney, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

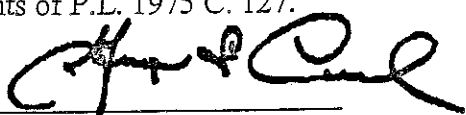
WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7.

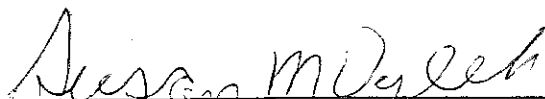
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with George Saponaro for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total amount to be dispersed by the Township of Riverside shall be \$150.00 with an amount not exceed \$33,000.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #1AAPPOINTMENT OF A REDEVELOPMENT ATTORNEY

WHEREAS, there exists a need for a redevelopment attorney, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and


WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

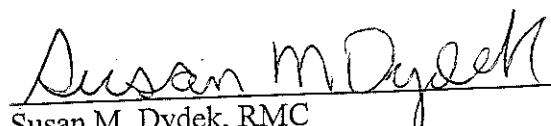
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Long Marmero & Associates, LLP for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$150.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk



RESOLUTION 2016 - #1BAPPOINTMENT OF A CONFLICT REDEVELOPMENT ATTORNEY

WHEREAS, there exists a need for a conflict redevelopment attorney, and

WHEREAS, funds are available for this purpose,

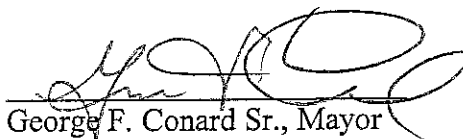
WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, the Request for Proposals / Request for Qualifications for Professional Services with a submission deadline to submit such Request for Qualifications / Request for Proposals; and

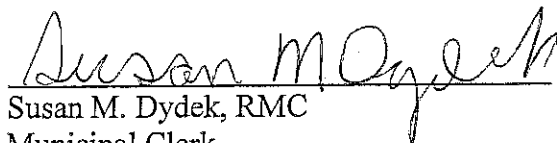
WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with The Garty Law Firm for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$150.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and
2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #02APPOINTMENT OF AN ENGINEER

WHEREAS, there exists a need for an engineer, and

WHEREAS, funds are available for this purpose,

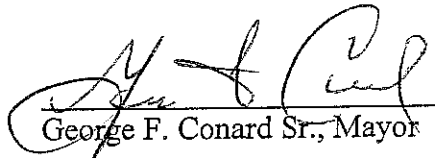
WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2016 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and


WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Pennoni Associates Inc. for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$235.00 per hour. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and
2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #2AAPPOINTMENT OF A REDEVELOPMENT ENGINEER

**WHEREAS**, there exists a need for a Redevelopment Engineer, and

**WHEREAS**, funds are available for this purpose,

**WHEREAS**, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

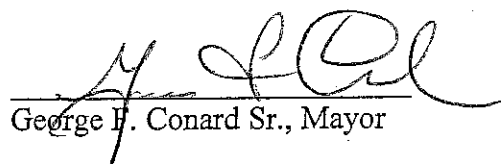
**WHEREAS**, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2016 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2016 to submit such Request for Qualifications / Request for Proposals; and

**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

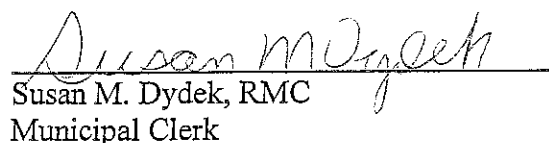
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Environmental Resolutions, Inc. for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$165.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #3APPOINTMENT OF AN AUDITOR

WHEREAS, there exists a need for an auditor, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

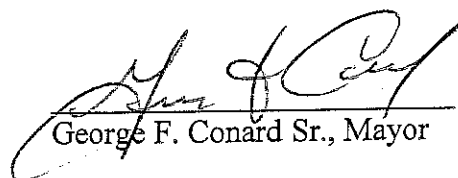
WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

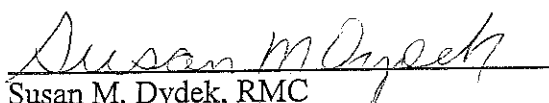
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Brent Lee and the firm of John J. Maley Jr. for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$150.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2016 - #3A**  
**APPOINTMENT OF AN ACCOUNTANT**

**WHEREAS**, there exists a need for an accountant, and

**WHEREAS**, funds are available for this purpose,

**WHEREAS**, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

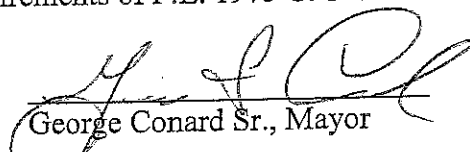
**WHEREAS**, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7.

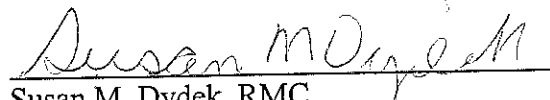
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Bowman and Company for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total amount to be dispersed by the Township of Riverside shall not exceed \$15,000.00 for accounting services, \$166.00 an hour for additional services and \$19,150.00 for Specialized Financial and Bonding Rates. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #4APPOINTMENT OF LABOR COUNSEL

WHEREAS, there exists a need for Labor Counsel, and

WHEREAS, funds are available for this purpose,

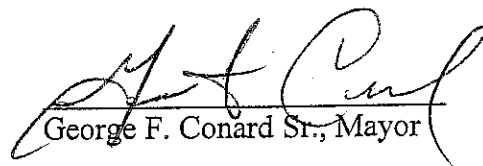
WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

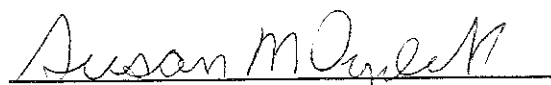
WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute a contract with Armando V. Riccio, LLC, for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$140.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and
2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #5APPOINTMENT OF BOND COUNSEL

WHEREAS, there exists a need for bond counsel, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

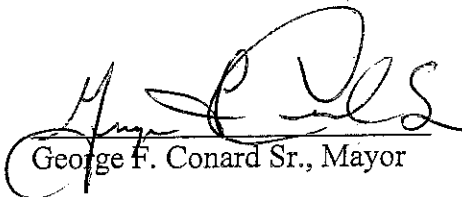
WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

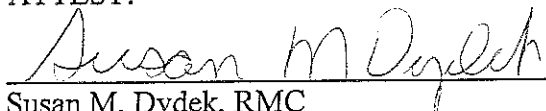
1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Parker McCay for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate disbursed by the Township of Riverside shall not exceed \$300.00 not including the amount of the Bond base fee. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.



George F. Conard Sr., Mayor

ATTEST:



Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #7APPOINTMENT OF A MUNICIPAL PROSECUTOR

WHEREAS, N.J.S.A. 2B:25-4(e) requires a municipality to appoint a municipal prosecutor to administer justice in a timely and effective manner in its municipal court; and

WHEREAS, the Township of Riverside ("Township") is required to appoint a Municipal Prosecutor on or about January 1, 2016, for a term to expire on December 31, 2016; and

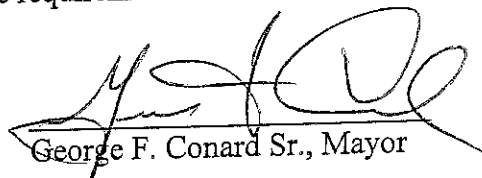
WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

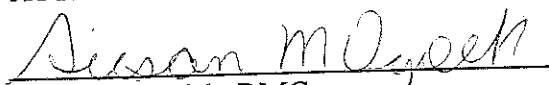
WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute a professional service contract with R. Louis Gallagher II, Esquire for a one-year contract commencing January 1, 2016 through December 31, 2016 at a rate not to exceed \$17,500.00 annually; and
2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk



RESOLUTION 2016 - #8APPOINTMENT OF A PUBLIC DEFENDER

WHEREAS, there exists a need for a Public Defender, and

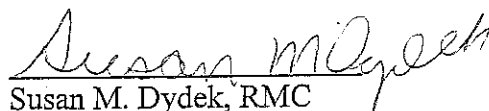
WHEREAS, funds are available for this purpose, and

WHEREAS, the Township of Riverside ("Township") is required to appoint a Public Defender on or about January 1, 2016, for a term to expire on December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Riverside, as follows:

1. Mayor and Clerk are hereby authorized and directed to execute a professional service contract with James Grace, Esquire for a one-year contract commencing January 1, 2016 through December 31, 2016. The total amount disbursed by the Township of Riverside shall not exceed \$4000.00 and
2. Notice of this appointment shall be published in the Burlington County Times as required by law within ten (10) days of its passage.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, at the Reorganization Meeting held on January 1, 2014.

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #09APPOINTMENT OF A JUDGE

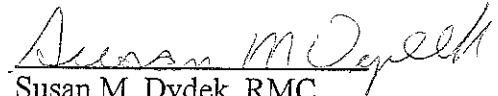
WHEREAS, there exists a need for a Judge, and

WHEREAS, funds are available for this purpose, and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of Riverside, as follows:

1. That Dennis P. McInerney be appointed as Judge for the Township of Riverside, in the County of Burlington, State of New Jersey.
2. This appointment is for a three year term commencing on January 1, 2016 and ending on December 31, 2018.
3. Notice of this appointment shall be published in the Burlington County Times as required by law within ten (10) days of its passage.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #10

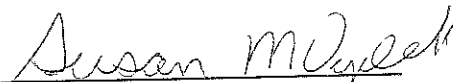
APPOINTMENT OF A MEMBER TO THE RIVERSIDE WATER  
RECLAMATION/RIVERSIDE SEWERAGE AUTHORITY

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

Section 1. Gary Haman be and is hereby appointed a member of the Riverside Water Reclamation Authority to serve for a term expiring on the 1<sup>st</sup> day of February 2021.

Section 2. This Resolution shall take effect February 1, 2016.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC  
Municipal Clerk

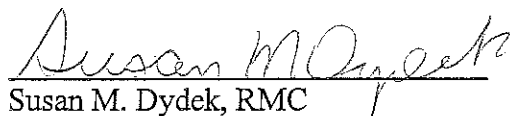
RESOLUTION 2016- #11APPOINTMENT OF A PUBLIC SAFETY DIRECTOR

**WHEREAS**, there currently exists a need and vacancy to fill the position of Director of Public Safety for the Township of Riverside; and

**WHEREAS**, George Conard Sr. has previously served as Chairman of Public Safety for the Township of Riverside.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Riverside that George Conard Sr. be appointed for a one year term as Public Safety Director for the Township of Riverside.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside in the County of Burlington, State of New Jersey at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2016 -#12**

**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE APPOINTING FIRE POLICE  
IN THE TOWNSHIP OF RIVERSIDE**

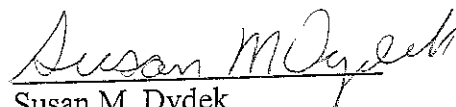
**WHEREAS**, the Township Committee of the Township of Riverside has determined a need for Fire Police in the Township of Riverside; and

**WHEREAS**, the Riverside Fire Company has provided the Township Clerk of the Township of Riverside with a list of persons that have successfully completed the Emergency Service Training to procure the designation of Basic Fire Police.

**NOW, THEREFORE, BE IT RESOLVED**, that the following people be appointed as Fire Police in the Township of Riverside: Tim LeConey (Captain), Jake Hutchins, Amos Holt, Andy Holt, Lester Kemble, Ed Kemble Jr., Tim Devlin, Chuck Bluhm, George Conard Jr., Bob Barnett, George Joo, Eric Donaghy, Jim Robinson, Carly Newman, Victoria Nesbitt, Nick Strough, Melvin Mc Closkey, Sean Mc Colgan, Kaitlyn Gunson, and Mark Sparta.

**By Order of the Riverside Township Committee.**

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Mayor and Committee of the Township of Riverside at the Reorganization Meeting held on the 4th<sup>th</sup> day of January, 2016.

  
Susan M. Dydek  
Municipal Clerk

RESOLUTION 2016 - #13APPOINTMENT OF A TOWNSHIP PLANNER

WHEREAS, there exists a need for a Township Planner, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

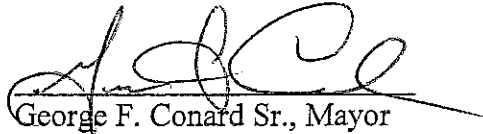
WHEREAS, the Township of Riverside publicly advertised in the Burlington County Times, the official newspaper, on November 18, 2015 the Request for Proposals / Request for Qualifications for Professional Services with the submission deadline of December 9, 2015 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract are being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

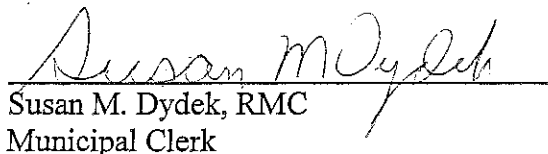
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Environmental Resolutions, Inc. for a one-year term commencing on January 1, 2016 and ending on December 31, 2016. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$165.00. The resolution and contract are on file and available for public inspection in the office of the Township Clerk; and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
George F. Conard Sr., Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

### APPOINTMENTS TO THE PLANNING BOARD:

Mayor's Designee – Class I – Meghan Jack.

Official of the Municipality – Class II – Carl Cicali.

Member of the governing body - Class III – Lorraine Hatcher.

Members to the Planning Board – Class IV – John Kane and Dominic Villari. Also, Eric Estrada will fill a vacancy for a term that will expire on December 31, 2018 and Jason Frey will fill a vacancy that will expire on December 31, 2016.

Alternate to the Planning Board – John Michael Higgins.

Mrs. Hatcher made a motion on all of the above appointments to the Planning Board seconded by Mr. Prisco carried.

Mrs. Hatcher and Mr. Conard made a motion that Mr. Richard Horton be appointed as Liaison for the Riverside Fire Company to the Planning Board. Upon roll call, the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Bienkowski and Conard. Nays – None. Abstain – Messrs. Prisco and Le Coney Motion carried.

### APPOINTMENTS:

Mrs. Hatcher nominated herself and Mr. Prisco to the Shared Services Forum. Motion made by Mr. Conard and Mr. Prisco that Mr. Prisco and Mrs. Hatcher or any other available Committee Member if needed as an alternate be appointed to the Shared Services Forum (one-year terms). Upon roll call the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Prisco, Bienkowski, Le Coney and Conard. Nays – None. Motion carried.

Mrs. Hatcher nominated Mrs. Hatcher and Mr. Gary Haman to the River Route Advisory Committee. Motion by Mr. Prisco, seconded by Mr. Conard that Mr. Gary Haman and Mrs. Hatcher be to the River Route Advisory Committee for (one-year terms). Upon roll call the vote was as follows: Ayes – Mrs. Hatcher, Messrs. Le Coney, Bienkowski, Prisco and Conard. Nays – None. Motion carried.

Mr. Conard made a motion that Cedric Minter be appointed as the Rental Inspector for the calendar year 2016 seconded by Mr. Le Coney carried.

Mr. Conard made a motion that Cedric Minter be appointed as the Resale Inspector for the calendar year 2016 seconded by Mrs. Hatcher carried.

Mr. Prisco made a motion that the appointment of an Alternate Rental Inspector for the calendar year 2016 be tabled seconded by Mr. Le Coney carried. Motion tabled.

Mrs. Hatcher made a motion that the appointment of an Alternate Resale Inspector for the calendar year 2016 be tabled seconded by Mr. Le Coney carried. Motion tabled.

Mrs. Hatcher made a motion that Cedric Minter be appointed as the Multi - Unit Inspector for the calendar year 2016 seconded by Mr. Le Coney carried.

Mrs. Hatcher made a motion that the appointment of an Alternate Multi – Unit Inspector for the calendar year 2016 be tabled seconded by Mr. Prisco carried. Motion tabled.

### DEPARTMENT SCHEDULE FOR THE YEAR 2016:

#### PUBLIC WORKS-PUBLIC UTILITIES

Including Streets & Roads, Buildings & Grounds, Sanitation, Township Engineer, Street Lights, and Public Utilities

Chairwoman - Mrs. Hatcher  
Vice-Chairman - Mr. Bienkowski

#### ECONOMIC DEVELOPMENT & PUBLIC EVENTS

Chairman - Mr. Le Coney  
Vice-Chairwoman – Mrs. Hatcher

#### PUBLIC SAFETY

Including Police, Fire Dept., Court, Emergency Management, and Animal Control

Chairman - Mr. Conard Sr.  
Vice-Chairman - Mr. Bienkowski

#### RECREATION

Including Public Parks and Playgrounds

Chairman - Mr. Prisco  
Vice-Chairman - Mr. Le Coney

#### REVENUE & FINANCE

Including Clerk, Treasurer, Tax Assessors, Tax Collector, Municipal Liens Search Officer, Zoning Officer, Building Inspector Attorney, Auditor, Broker-of-Record

Chairman – Mr. Bienkowski  
Vice - Chairman - Mr. Prisco

Motion made by Mrs. Hatcher and Mr. Prisco carried: the above committee appointments be approved.

#### CONSENT AGENDA:

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

#### RESOLUTION 2016 - # 14 – RESOLUTION APPOINTING DEPOSITORIES.



RESOLUTION 2016 - #15 – CASH MANAGEMENT PLAN.

RESOLUTION 2016 - #16 - INTEREST RATES.

RESOLUTION 2016 - # 17 - AUTHORIZE ASSESSOR TO FILE APPEALS WITH THE BURLINGTON COUNTY BOARD OF TAXATION AS MAY BE NECESSARY.

RESOLUTION 2016 - # 18 –AUTHORIZING TAX COLLECTOR TO HOLD A TAX SALE.

RESOLUTION 2016 - # 19 – TEMPORARY BUDGET FOR FIRST QUARTER 2016.

RESOLUTION 2016 - #20 – PAYMENT IN ADVANCE FOR AUTHORIZED OFFICIAL TRAVEL.

RESOLUTION 2016 - #21 - A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RIVERSIDE DESIGNATING THE DATES OF MEETINGS FOR CALENDAR YEAR 2016.

RESOLUTION 2016 - #22 - PURCHASING UNDER STATE CONTRACT.

RESOLUTION 2016 - # 23 - APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER.

RESOLUTION 2016 - #24 - APPOINTMENT OF A MUNICIPAL HOUSING LIAISON.

APPOINTMENTS:

Jacqueline Di Miero be appointed Deputy Tax Collector.

Tanyika Johns be appointed as Tax Search Officer.

Meghan Jack be appointed as Deputy Municipal Clerk.

Susan M. Dydek be appointed as Municipal Lien Search Officer.

Jacqueline Di Miero be appointed as Deputy Tax Search Officer.

Barbara C. Casperite be appointed as Board of Health Liaison.

Cheryl Hardie be appointed as Deputy Registrar of Vital Statistics.

Meghan Jack be appointed as Economic Development Coordinator for a one – year term.

Roberts Rules of Order be adopted for the year 2016.

RESOLUTION 2016 - #14RESOLUTION APPOINTING DEPOSITORIES

**WHEREAS**, it is desirable that idle funds of the Township of Riverside be invested in legal investment vehicles at all times, and

**WHEREAS**, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments; and

**WHEREAS**, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this State; and

**WHEREAS**, the Township Committee of the Township of Riverside hereby authorizes the Chief Financial Officer or the Township Treasurer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institutions, and

**WHEREAS**, the Township Committee of the Township of Riverside hereby designates the following as the depositories for the various Township accounts: Delanco Federal Savings Bank, TD Bank, Investors Bank, Wells Fargo Bank, Beneficial Bank and Bank of America.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, that any financial institution not herein mentioned that is determined to be the highest bidder on interest rates for idle funds be designated as depositories for the Township of Riverside. Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer or Township Treasurer, a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S.17:9-41).

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer or the Township Treasurer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations.

1. To or from Township checking or savings accounts to other Township accounts.
2. To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of Riverside.

**BE IT FURTHER RESOLVED**, the above mentioned depositories are hereby authorized to make payments for the funds of the Township of Riverside, in the County of Burlington; signed by George F. Conard Sr., Chairman or Lorraine M. Hatcher, Vice-Chairwoman, and Susan M. Dydek, Township Clerk, and Linda Lewis, Chief Financial Officer or Meghan Jack, Treasurer/Deputy Clerk and that a copy of this Resolution be sent to each institution.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC, Municipal Clerk

## RESOLUTION 2016 - #15

## TOWNSHIP OF RIVERSIDE

## CASH MANAGEMENT PLAN

THIS PLAN IS ESTABLISHED TO COMPLY WITH THE REQUIREMENTS OF NJSA 40A:5-14 AND TO PROVIDE A GUIDE TO MUNICIPAL OFFICIALS AND EMPLOYEES IN CARRYING OUT THEIR DUTIES CONCERNING THE RECEIPT AND DISBURSEMENT OF ALL FUNDS OF THE TOWNSHIP OF RIVERSIDE.

THE FOLLOWING REQUIREMENTS SHALL BE ADHERED TO:

- A. THE TOWNSHIP SHALL ANNUALLY, AT ITS REORGANIZATION MEETING DESIGNATE THE LEGAL DEPOSITORIES FOR ALL TOWNSHIP FUNDS. THE RESOLUTION MAY BE AMENDED OR SUPPLEMENTED FROM TIME TO TIME AS THE TOWNSHIP DEEMS NECESSARY. SUCH RESOLUTION SHALL BE DEEMED AS PART OF THE CASH MANAGEMENT PLAN.

DELANCO FEDERAL SAVINGS BANK  
TD BANK  
WELLS FARGO BANK  
BENEFICIAL BANK  
INVESTORS BANK  
BANK OF AMERICA

- B. THE TOWNSHIP SHALL ANNUALLY ESTABLISH A RESOLUTION ADOPTED AT ITS ANNUAL REORGANIZATION MEETING THE REQUIRED SIGNATORIES OF ALL TOWNSHIP BANK ACCOUNTS.

C. ALL TOWNSHIP FUNDS RECEIVED BY ANY OFFICIAL OR EMPLOYEE SHALL BE EITHER DEPOSITED WITHIN 48 HOURS TO AN INTEREST BEARING ACCOUNT IN THE NAME OF THE TOWNSHIP, OR SHALL BE TURNED OVER TO THE TREASURER WITHIN 48 HOURS OF RECEIPT.

D. ALL REVENUE RECEIVED BY THE TREASURER SHALL BE DEPOSITED TO INTEREST BEARING ACCOUNTS IN THE LEGAL DEPOSITORIES.

E. THE FOLLOWING FUNDS SHALL NOT BE REQUIRED TO BE MAINTAINED IN INTEREST BEARING ACCOUNTS.

1. CHANGE FUNDS
2. PETTY CASH FUNDS
3. PAYROLL FUNDS
4. TRUST FUNDS TO THE EXTENT THAT THE DEPOSIT OF SUCH FUNDS TO AN INTEREST BEARING ACCOUNT WOULD REQUIRE BY LAW THE PAYMENT OF INTEREST

TO THE PROVIDER OF FUNDS.

5. CHECKING ACCOUNTS ESTABLISHED FOR THE EXPRESS PURPOSE OF PAYING BILLS APPROVED BY THE TOWNSHIP. THE BALANCES IN THESE FUNDS SHALL BE KEPT AT THE MINIMUM AMOUNT REQUIRED FOR THE OPERATION OF THE ACCOUNT.
6. COMPENSATING BALANCES MAINTAINED FOR THE PURPOSE OF OBTAINING SPECIFIC SERVICES FROM FINANCIAL INSTITUTIONS. SUCH ACCOUNTS SHALL BE ESTABLISHED ONLY UNDER TERMS OF WRITTEN AGREEMENTS APPROVED BY THE TOWNSHIP.

F. THE TAX COLLECTOR/TOWNSHIP CLERK OF THE TOWNSHIP SHALL DEPOSIT ALL MONIES INTO THE APPROPRIATE ACCOUNTS. ALL MONIES COLLECTED BY THE TAX COLLECTOR SHALL BE TURNED OVER TO THE TREASURER BY THE 10TH OF THE FOLLOWING MONTH WITH A TAX COLLECTOR'S REPORT SHOWING ITEMIZATION OF RECEIPTS FOR THE PRIOR MONTH. THE TREASURER MAY FROM TIME TO TIME ASK FOR ADVANCE CHECKS TO BE DRAWN FOR PURPOSES OF INVESTMENTS OR DIRECT DEPOSIT INTO THE GENERAL ACCOUNT TO MAINTAIN THE SOUND OPERATION OF THE TOWNSHIP.

G. THE TREASURER SHALL PREPARE AND SUBMIT MONTHLY FINANCIAL REPORTS TO THE GOVERNING BODY.

H. NO TOWNSHIP FUNDS SHALL BE DISBURSED BY THE TREASURER PRIOR TO APPROVAL OF THE TOWNSHIP EXCEPT FOR:

1. DEBT SERVICE PAYMENTS
2. INVESTMENTS
3. PAYROLL TURNOVERS TO AGENCIES
4. DISCOUNT VOUCHERS
5. UTILITIES VOUCHERS
6. LANDFILL CHARGES
7. INSURANCE VOUCHERS
8. ADVANCE TRAVEL VOUCHERS
9. PUBLIC EVENTS VOUCHERS
10. PETTY CASH VOUCHERS
11. EMPLOYEE REIMBURSEMENT VOUCHERS
12. LEASE AGREEMENT VOUCHERS

DEBIT SERVICE PAYMENTS AND DISCOUNT VOUCHERS MUST BE RATIFIED AFTER PAYMENT.

IT SHALL BE THE RESPONSIBILITY OF THE TREASURER TO ANALYZE THE CASH FLOW AND TO INVEST FUNDS IN LEGAL INVESTMENT SO AS TO MAXIMIZE INTEREST EARNINGS. WHEN INVESTING FUNDS IN COMMERCIAL BANKS, SAVINGS BANKS, SAVINGS AND LOAN ETC., THE TREASURER SHALL OBTAIN A MINIMUM OF THREE QUOTATIONS AND SHALL INVEST AT THE INSTITUTION OFFERING THE HIGHEST EFFECTIVE RATE. THE TREASURER SHALL DETERMINE WHICH TYPE OF LEGAL INVESTMENT WILL BEST SERVE THE NEEDS OF THE TOWNSHIP AND IS AUTHORIZED TO PLACE THE FUNDS IN ANY SUCH LEGAL INVESTMENT, UNLESS OTHERWISE RESTRICTED BY THE TOWNSHIP. INVESTMENTS MAY BE IN MONEY MARKET ACCOUNTS, SAVINGS ACCOUNTS AND CERIFICATES OF DEPOSIT. THE TREASURER SHALL ALSO REPORT MONTHLY ALL INVESTMENTS MADE OR REDEEMED OVER THE PAST MONTH.

I certify that the foregoing Resolution No. 2016 - 15 is a true and correct copy of a resolution adopted by the Township Committee of the Township of Riverside at a meeting held on January 4, 2016.

  
 Susan M. Dydek, RMC  
 Municipal Clerk

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
Mr. Prisco	X				
Mr. Bienkowski	X				
Mrs. Hatcher	X				
Mr. Le Coney	X				
Mr. Conard	X				

RESOLUTION 2016 - #16INTEREST RATES

WHEREAS, R.S. 54:4-67, Laws of New Jersey, permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 which remains in arrears beyond December 31st of the calendar year.

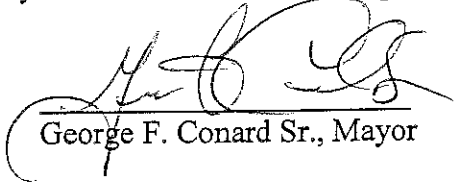
NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Riverside, County of Burlington, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.

2. Effective January 1, 2016, there will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order.


3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.

4. This resolution shall be published in its entirety once in an official newspaper of the Township of Riverside.



George F. Conard Sr., Mayor

ATTEST:



Susan M. Dydek, RMC  
Municipal Clerk

RESOLUTION 2016 - #17AUTHORIZE ASSESSOR TO FILE APPEALS WITH THE  
BURLINGTON COUNTY BOARD OF TAXATION AS MAY BE NECESSARY

**WHEREAS**, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

**WHEREAS**, provision is also allowed for the discovery and correction of errors after establishment of a tax rate; and

**WHEREAS**, changes in property ownership at times necessitates adjustments in veterans' and/or senior citizens' deductions allowed on assessments list, and

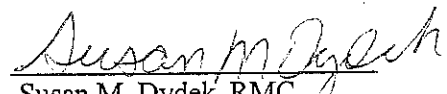
**WHEREAS**, responsibility for the maintenance and correction of assessment list rests with the Township Tax Assessor subject to laws and regulations, and

**WHEREAS**, the Township Committee in certain instances believes it would be in the best interest of the Township to authorize the filing of counterclaims seeking an increase in the assessment in the event true value is determined to be higher than anticipated.

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

1. That the Township Committee for the aforementioned reasons hereby authorizes the Township Tax Assessor to file such appeals as may be necessary with the Burlington County Board of Taxation to maintain the accuracy and equality in the assessment list of the Township of Riverside with prior approval of the Township Committee.
2. That the Township Committee for the aforementioned reasons hereby authorizes the Township Tax Assessor to execute Stipulation of Settlement on behalf of the Township of Riverside with the advice of the Township Attorney and approval of the Township Committee.
3. That the Township Committee for the aforementioned reasons hereby authorizes and directs the Township Attorney to prepare and file the appropriate counterclaims seeking an increase in the assessment to correspond with the true value to be established by the County Board of Taxation whichever the case may be.
4. That the Township Committee hereby directs the Township Clerk to forward a certified copy of this resolution to the Burlington County Board of Taxation and to the Township Assessor.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey, at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC  
Municipal Clerk

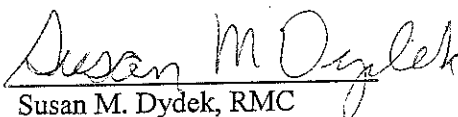
RESOLUTION 2016 - #18AUTHORIZING TAX COLLECTOR TO HOLD A TAX SALE

**WHEREAS**, the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, desires to collect all taxes, assessments, and other municipal charges that are now delinquent; and

**WHEREAS**, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2015 in a manner prescribed by N.J.S.A. 54:5-19, and as amended by Chapter 99, Public Laws of 1997;

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Riverside, that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with New Jersey Law, and as stated above, on September 21, 2016.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey, at the Reorganization Meeting held on January 4, 2016.

  
Susan M. Dydek, RMC  
Municipal Clerk



**TOWNSHIP of RIVERSIDE**  
**RESOLUTION NO. 2016-#19**

**RESOLUTION ADOPTING 2016 TEMPORARY BUDGET**


**WHEREAS**, N.J.S. 40A:4-19 provides that where any contract, commitments or payments are to be made prior to the adoption of the budget of any fiscal year, temporary budget appropriations may be made for the purposes and amounts required in the manner and time provided; and

**WHEREAS**, the date of this resolution is prior to January 31, 2016, and

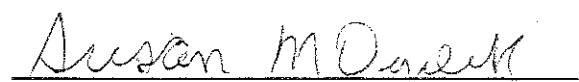
**WHEREAS**, 26.25 % of the total appropriations in the 2016 budget, exclusive of any appropriations made for debt service and capital improvement fund in said 2016 budget is the sum of \$ 1,575,209.27

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Riverside, County of Burlington and State of New Jersey that the following temporary appropriations are made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the Township financial records.

TOWNSHIP OF RIVERSIDE

  
 George F. Conard Sr. Mayor

I certify that the foregoing Resolution No. 2016- is a true and correct copy of a resolution adopted by the Township Committee of the Township of Riverside at a meeting held on January 4, 2016.

  
 Susan Dydek, RMC  
 Municipal Clerk

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
CONARD	X				
HATCHER	X				
PRISCO	X				
BIENKOWSKI	X				
LE CONEY	X				

RESOLUTION 2016 - #20PAYMENT IN ADVANCE OF AUTHORIZED OFFICIAL TRAVEL

**Whereas**, N.J.S.A. 40a5-16.1 permits the governing body of any local unit to authorize payment in advance toward expenses for authorized travel; and

**Whereas**, certain officers and employees of the Township of Riverside will need to travel for various for education conferences; and

**Whereas**, the Treasurer will certify that funds will be available in the 2016 Budget, for various account, not to exceed \$50.00 per day per person, not to exceed \$250.00, per conference.

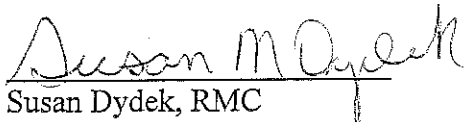
**Whereas**, the officers and employees of the Township of Riverside will verify their expenses and any excess cash will be repaid to the Township along with a detailed bill of items on demand, and the certification of affidavit required by N.J.S.A. 40A5-16 which will be submitted within ten days after the completion of the travel for which the advance was made;

**Now, Therefore, Be It Resolved**, that the Treasurer is hereby instructed to make the above said payment to those officers and employees prior to the Conferences.

Adopted at the Reorganization Meeting of the Riverside Township Committee on the 4th day of January, 2016.



George F. Conard Sr., Mayor



Susan Dydek, RMC  
Municipal Clerk

**RESOLUTION 2016 - #21****A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
RIVERSIDE DESIGNATING THE DATES OF MEETINGS FOR CALENDAR YEAR 2016**

**WHEREAS**, the Open Public Meetings Act requires that the Township Committee adopt an annual schedule of its meetings and give proper notice thereof;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside that the following is a list of the work session and regular meetings of the Riverside Township Committee for the calendar year 2016:

**Work Session Meetings scheduled to be held at the Riverside Township  
Administrative Office Building**

All such meetings will be held at 6:00p.m. at the Riverside Township Administrative Office Building, 237 S. Pavilion Avenue Riverside, New Jersey. Formal action will not be taken at work session meetings.

Monday February 1, 2016

Monday March 7, 2016

Monday April 4, 2016

Monday May 2, 2016

Monday October 3, 2016

Monday December 5, 2016

**Work Session Meetings scheduled to be held at the Riverside Township  
Municipal Building**

All such meetings will be held at 6:00p.m. at the Riverside Township Municipal Building, 1 W. Scott Street Riverside, New Jersey. Formal action will not be taken at work session meetings.

Monday January 25, 2016

Monday February 22, 2016

Monday March 21, 2016

Monday April 18, 2016

Monday May 16, 2016

Monday June 20, 2016

Monday July 18, 2016

Monday August 15, 2016

Monday September 19, 2016  
 Monday October 17, 2016  
 Monday November 21, 2016  
 Monday December 19, 2016

### **Regular Township Meetings**

All such meetings will be held at 7:00p.m. at the Riverside Township Municipal Building, 1 W. Scott Street Riverside, New Jersey. Formal action will be taken at regular Township meetings. Executive Sessions (Closed Sessions), if needed, will be held at the Regular Meeting. Formal Action will not be taken in Executive Sessions (Closed Sessions).

Monday January 25, 2016  
 Monday February 22, 2016  
 Monday March 21, 2016  
 Monday April 18, 2016  
 Monday May 16, 2016  
 Monday June 20, 2016  
 Monday July 18, 2016  
 Monday August 15, 2016  
 Monday September 19, 2016  
 Monday October 17, 2016  
 Monday November 21, 2016  
 Monday December 19, 2016

**BE IT FURTHER RESOLVED**, that the Township Clerk is directed to post and maintain posted a copy of this resolution at the Riverside Township Administrative Office Building and submit a copy of this Resolution to the newspapers designated to receive information and to those citizens requesting the same who have paid the proper fee.

**BY ORDER OF THE RIVERSIDE TOWNSHIP COMMITTEE.**

### **CERTIFICATION**

I hereby certify that on the date listed below, I processed the attached Meeting Notice as follows:

Committeepersons 1/7/16  
 Burlington County Times 1/7/16  
 Courier Post 1/7/16  
 Posted in Administrative Office Bldg. 1/7/16  
 Maintain File for Copy 1/7/16

Dated 1/7/16 by: Susan M. Dydek, Municipal Clerk Susan M. Dydek

**RESOLUTION 2016 - #22****PURCHASING UNDER STATE CONTRACT**

**WHEREAS**, in the past, the Township of Riverside has availed itself of the right to purchase materials, supplies, and equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to N.J.S.A. 40A:11-12; and

**WHEREAS**, it is desirable from time to time to obtain materials, supplies and equipment under contract for such materials, supplies, and equipment entered into on behalf of the State by the said Division without the necessity of advertising for bids or in the cases where no bids have been received; and

**WHEREAS**, it is contemplated that it will be necessary or desirable to obtain materials, supplies, and equipment under such contract or contracts entered into on behalf of the State of New Jersey by said Division during the calendar year 2016.

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

1. That the purchases by the Township of Riverside, through the several municipal departments shall be purchased under a contract or contracts for such materials, supplies, or equipment entered into on behalf of the State of New Jersey, by the Division of Purchase and Property in the Department of the Treasury, in those cases where it is desirable and in the best interest of the Township of Riverside, and in those cases where bids are received.
2. That a copy of this Resolution be kept on file in the Office of the Township Clerk.

**RESOLUTION 2016 - #23****APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, the Township of Riverside is mandated to appoint a Public Agency Compliance Officer for the purpose of ensuring all those individuals and corporations who have contracts with the Township of Riverside comply with all Equal Employment Opportunity rules and regulations.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, in the County of Burlington, in the State of New Jersey, that Susan M. Dydek is hereby appointed Public Agency Compliance Officer for the year 2016.

RESOLUTION 2016 - #24

APPOINTMENT OF A MUNICIPAL HOUSING LIASON

**BE IT RESOLVED**, that Meghan Jack is hereby appointed as the Municipal Housing Liaison for the Township of Riverside. This appointment is pursuant to the Council on Affordable Housing Regulations.

Burlington County Times and Courier-Post be appointed the legal newspapers for the year 2016.

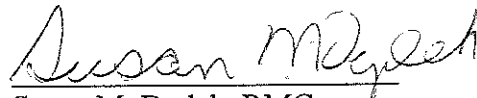
Meghan Jack be appointed as Municipal Treasurer.

**PUBLIC PORTION:**

Mayor Conard opened the meeting up to the Public.

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

/smd