

Monday Evening
Riverside, NJ
August 19, 2019
Regular Meeting
7:00p.m.

STATEMENT:

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Riverside Township Committee in the following manner:

1. Posting written notice on the official bulletin board at the Riverside Township Administrative Office Building on January 3, 2019.
2. Written notice was delivered to the Burlington County Times and the Courier Post on January 3, 2019.
3. Filed written notice with the Clerk of the Township of Riverside on January 3, 2019.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Township Municipal Building 1 W. Scott Street Riverside, NJ 08075.

ROLL CALL

Mrs. Weaver – present, Mr. Higgins – present, Mr. Frey – present, Mr. Kimble – not in attendance, Mrs. Hatcher – present.

Also present: Municipal Clerk Dydek, Police Chief William Eliason and Attorney John Carlton. Administrator Jack was not in attendance.

PROCLAMATIONS:

Mr. Higgins made a motion to table the Proclamation honoring Royal Edge seconded by Mrs. Weaver carried. Motion tabled.

APPROVAL OF MINUTES:

Motion made by Mr. Frey and Mr. Higgins that the minutes of the Work Session Meeting of July 15, 2019, the minutes of the Regular Meeting of July 15, 2019 be and the minutes of the Closed Session Meeting of July 15, 2019 approved as written carried.

OPEN PORTION – AGENDA ITEMS:

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

- 1) Michael Miller – 203 Lippincott Avenue – Mr. Miller questioned the automation garbage collection and if new cans will be distributed. Mayor Hatcher stated that the new cans will be distributed in January.
- 2) Bill Griener – 310 Heulings Avenue – Mr. Griener decided that he will speak at the Public Portion Section.
- 3) Brian Rhode – 222 S. Fairview Street – stated that he lives in a boarding house and questioned how many cans will they have? Mayor Hatcher stated that will be addressed in the future by the Administrator.

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

ORDINANCES

Mr. Frey made a motion to table Ordinance 2019 - #11 entitled, “Amending Chapter 243 of the Township Code entitled, “Vehicles and Traffic” seconded by Mr. Higgins. Motion tabled.

Mr. Frey requested that Resolution 2019 - #104 be pulled from the Consent Agenda and voted upon separately. Mr. Frey voiced concerns over the dead trees on the PSE&G Substation Site. Mr. Frey stated that when the project was introduced, the Township was told that the site line would be covered by trees in order to be aesthetically appealing. Mr. Frey stated that there are many dead trees at the site line.

Municipal Clerk Dydek stated that Resolution 2019 - #117 is a duplicate of Resolution of 2019 - #102 and should not be voted on.

Both Resolutions 2019 - #104 and 2019 - #117 were pulled from the Consent Agenda.

Mayor Hatcher stated that with regard to Resolution 2019 - #118, the dates do not line up as it is August 19, 2019 voting to give them a 23 day extension that will be completed by the 30th. Mayor Hatcher requested that the Township Committee be polled. Municipal Clerk Dydek stated that she just received the Change Order from the Engineer.

RESOLUTION

Mr. Frey made a motion to table Resolution 2019-#104 entitled, “RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING RELEASE OF THE PERFORMANCE BOND GUARANTEE POSTED BY PSE&G SUBSTATION” seconded by Mr. Higgins. Upon roll call, the vote was as followed: Ayes – Messrs. Frey, Higgins and Mmes. Weaver and Hatcher. Nays – None. Motion tabled.

CONSENT AGENDA

Mr. Frey made a motion, seconded by Mr. Higgins that the Consent Agenda be approved carried.

The following Resolutions were contained in the consent agenda:

- 2019 - #102 Authorizing the Execution of a Contract Renewing Membership in the Burlington County Municipal Joint Insurance Fund.
- 2019 - #103 Overpayment Resolution.
- 2019-#105 A Resolution of the Township of Riverside Awarding a Five (5) Year Solid Waste Collection Contract Beginning September 1, 2019 to Waste Management of New Jersey Inc.
- 2019-#106 A Resolution of the Township of Riverside Authorizing a Change Order to the FY2017 (Contract #2) FY2018 Municipal Aid Hooker, Filmore and Washington Streets Improvements and Mathias Street Improvements.
- 2019 - #107 Authorization to refund Miscellaneous Revenue Not Anticipated received by the Riverside Police Department.
- 2019 - #108 Renewal of a Liquor License in the Township of Riverside for the Period of July 1, 2018 through June 30, 2019.
- 2019 - #109 Renewal of a Liquor License in the Township of Riverside for the 2019-2020 License Term.
- 2019 - #110 Resolution Authorizing the Township of Riverside to Apply to the New Jersey Department of Community Affairs (NJDCOA) for a Small Cities Public Facilities Grant of Up to \$400,000 For ADA Improvements Township Wide and a Small Cities Housing Rehabilitation Grant for up to \$200,000 for a Township Wide Housing Rehabilitation Program.
- 2019 - #111 Fair Housing Resolution.
- 2019 - #112 Citizen Participation Plan Resolution.
- 2019 - #113 Grant Management Plan Resolution – Housing Rehabilitation Program.
- 2019 - #114 Grant Management Plan Resolution – Public Facilities Program.
- 2019 - #115 Resolution Adopting Rehabilitation Assistance Police and Procedures Manual.
- 2019 - #116 A Resolution allowing for the Redirection of a Committeeperson's Annual Salary.
- 2019 - #118 A Resolution of the Township of Riverside Authorizing a Change Order to the Intersection Improvement Project RSTPX 18004.

RESOLUTION 2019 - #102
AUTHORIZING THE EXECUTION OF A CONTRACT RENEWING
MEMBERSHIP IN THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Riverside (hereinafter the "MUNICIPALITY") is a member of the Burlington County Municipal Joint Insurance Fund (hereinafter the "FUND"); and

WHEREAS, the MUNICIPALITY'S membership terminates as of January 1, 2020 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certificate with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and

WHEREAS, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and

WHEREAS, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and

WHEREAS, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and

WHEREAS, the FUND has provided comprehensive insurance coverage to member municipalities since 1991; and

WHEREAS, since 1991, the Fund has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and

WHEREAS, the FUND has also developed and made available to its members Safety, Risk Management, and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

WHEREAS, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial, and Legal services; and

WHEREAS, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

WHEREAS, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

WHEREAS, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

WHEREAS, all of the aforementioned factors categorize the award of this Contract as an "extraordinary, unspecifiable service" that cannot be duplicated, accounted for, accurately detailed, or described in a manner that truly depicts the value of the MUNICIPALITY'S membership in the FUND; and

WHEREAS, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

WHEREAS, the FUND has been organized pursuant to N.J.S.A. 40A:10-36 et seq., and as such is an agency of the municipalities that created it; and

WHEREAS, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

WHEREAS, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

WHEREAS, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law.

NOW THEREFORE, be it resolved by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY'S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.

4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

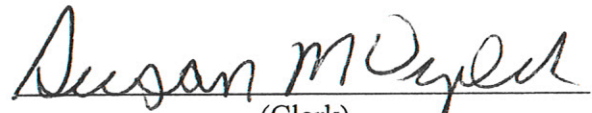
This Resolution agreed to this 19th day of August, 2019, by a vote of:

4 Affirmative 0 Negative 0 Abstentions


(Municipal Official)

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution 2019 - #102 adopted by the Township of Riverside in the County of Burlington, at a regular meeting thereof held on August 19, 2019.


(Clerk)

RESOLUTION 2019- #103**RIVERSIDE TOWNSHIP OVERPAYMENT RESOLUTION**

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

<u>Name</u>	<u>Amount</u>	<u>Address</u>	<u>Reason</u>	<u>Department</u>
Charles Mitchell	\$1000.00	218A Madison Street Riverside, NJ 08075	Escrow Refund for Street Opening Permit #1152 for 218 Madison Street	Municipal Clerk
Linda Hurt	\$5.00	1048 Red Maple Drive Waynesville, NC 28785	Overpaid for Birth Certificate	Registrar
Charles Bluhm Jr.	\$250.00	912 Arndt Ave. Riverside, NJ 08075	Refund Escrow Street Opening Permit #1167	Municipal Clerk
Robert A. Krastek	\$250.00	908 Arndt Ave. Riverside, NJ 08075	Refund Escrow Street Opening Permit #1163	Municipal Clerk
Law Property Management	\$750.00	PO Box 127 Riverside, NJ 08075	Property located at 415 Dauphin St sold within 6 months (Vacant Property Reg)	Municipal Clerk

**TOWNSHIP OF RIVERSIDE
RESOLUTION 2019 - #104**

**RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING
THE RELEASE OF THE PERFORMANCE BOND GUARANTEE POSTED
BY PSE&G RIVERSIDE SUBSTATION BLOCK 402 LOT 1**

WHEREAS, PSE&G Substation is located at Block 402, Lot (hereinafter called "Project,") has requested a release of its Performance Bond number 327-016-826 for the Project; and

WHEREAS, Environmental Resolutions, Inc. (hereinafter called "Engineer") has performed an inspection of the work completed for the Project and found that no work remains to be completed; and

WHEREAS, the Engineer has recommended that the Performance Bond number 327-016-826 for this project, which is in the amount of \$680,384.94 be released due to all site work has been completed to Township standards; and

WHEREAS, the recommendation of the Engineer is contingent upon PSE&G satisfying any outstanding changes to their Municipal Escrow Account.

NOW, THEREFORE, BE IT RESOLVED, that the release of the Performance Bond number 327-016-826 is contingent upon the posting of a Maintenance Bond in the amount of \$85,048.12 and Maintenance Inspection Fee Escrow of \$4,252.41 as recommended by the Engineer.

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that on the 19th day of August 2019, the Performance Bond number 327-016-826 for PSE&G Substation located at Block 402 Lot 1 shall be released in the amount of \$680,384.94, due to all the improvements being completed and contingent upon PSE&G satisfying any outstanding changes to their Municipal Escrow Account and the posting of \$85,048.12 Maintenance Bond and \$4,252.41 Maintenance Inspection Fee Escrow.

ADOPTED at a regularly scheduled meeting of the Township Committee of the Township of Riverside held on the 19th day of August, 2019.

	Hatcher	Frey	Kimble	Higgins	Weaver
YES					
ABSTAIN					
NO					
ABSENT					
MOOTION					

CERTIFICATION

I, Susan Dydek, RMC, Municipal Clerk, hereby certify that the foregoing resolution was duly adopted by the Township Committee at its Regular Business Meeting held on the 19th day of August, 2019.

Susan Dydek, RMC
Municipal Clerk

RESOLUTION 2019 - #105
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AWARDING A FIVE (5)
YEAR SOLID WASTE COLLECTION CONTRACT BEGINNING
SEPTEMBER 1, 2019 TO WASTE MANAGEMENT OF NEW JERSEY INC.

WHEREAS, the Township Committee of the Township of Riverside has advertised for bids for Solid Waste Collection; and

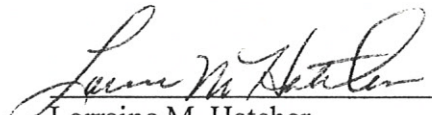
WHEREAS, bids have been received from the following for the same in accordance with specification as outlined in the advertisement:

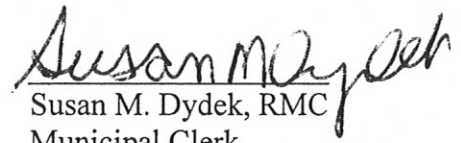
Bidder	Amount
Waste Management of NJ Inc.	\$1,372,224.00
Gold Medal Environmental	\$1,498,620.00
Republic Services	\$1,537,454.00

WHEREAS, the bid of Waste Management of New Jersey Inc. is hereby determined by the Township Solicitor of Riverside Township to be a responsible bid; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside that bid outlined above shall be awarded to Waste Management of New Jersey Inc.

Adopted the 19st Day of August 2019 at the Regular Meeting of the Township Committee of the Township of Riverside.


 Lorraine M. Hatcher
 Mayor


 Susan M. Dydek, RMC
 Municipal Clerk

RESOLUTION 2019-#106

**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING A CHANGE
ORDER TO THE FY2017 (CONTRACT #2)/FY2018 MUNICIPAL AID HOOKER,
FILMORE, AND WASHINGTON STREETS IMPROVEMENTS
AND MATHIAS STREET IMPROVEMENTS**

WHEREAS, the Township of Riverside awarded a contract to American Asphalt Company Inc.;
and

WHEREAS, in accordance with the project Supplementary Specification, the Change Order is
for final quantity as-built adjustments; and

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

Change Order #1 (increase): \$14,975.85
Amended Contract Amount: \$400,568.25

Adopted at the regular meeting of the Riverside Township Committee on August 19, 2019.

**RIVERSIDE TOWNSHIP
RESOLUTION 2019-#107**

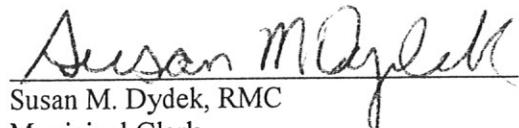
**A RESOLUTION AUTHORIZING THE REFUND OF MISCELLANEOUS REVENUE NOT
ANTICIPATED RECEIVED BY THE RIVERSIDE POLICE DEPARTMENT**

BE IT RESOLVED, by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that the following Miscellaneous Revenue Not Anticipated be refunded and cleared from the records:

<u>Name</u>	<u>Amount</u>	<u>Address</u>	<u>Reason</u>	<u>Department</u>
John Sturgis	\$21.00	(Homeless)	Return of money from Pedestrian MVA 2019-3385	Police Department

BE IT FURTHER RESOLVED, that the aforementioned amount shall be returned to Scott Bard since the John Sturgis is now deceased. Written permission to release said amount has been received by the deceased person's next of kin.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on August 19, 2019.


Susan M. Dydek, RMC
Municipal Clerk

RESOLUTION 2019 - #108**RENEWAL OF A LIQUOR LICENSE
IN THE TOWNSHIP OF RIVERSIDE
FOR PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

WHEREAS, on May 1, 2018, Court Order Docket Number L-000620-18 entitled, "Appointing Statutory Receivership Pursuant to N.J.S.A. 14A:14-2 et. seq." was received appointing Dino Spadacinni, Esquire of the Spadacinni Law Firm the Statutory Receiver for the Riverside East End Hotel and John Barron Enterprises;" and

WHEREAS, John Barron Enterprises was in possession of Plenary Retail Consumption License number 0330-33-005-003; and

WHEREAS, Plenary Retail Consumption License number 0330-33-005-006 known as John Barron Enterprises was seized by the State of New Jersey Division of Taxation on June 12, 2018 pursuant to R.S. 33:1-26 and N.J.S.A. 54:99-13A; and


WHEREAS, an application to renew the 2018-2019 Plenary Retail Consumption License Term was submitted by the Spadacinni Law Firm and received by the Riverside Township Clerk on June 27, 2018 along with the applicable fees; and

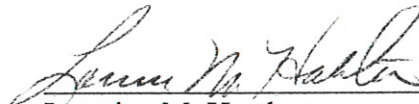
WHEREAS, the Riverside Township Clerk was unable to renew the license for the 2018-2019 License Term since an Alcoholic Beverage Retail License Clearance Certificate was not released by the State of New Jersey Division of Taxation for the said License Term; and

WHEREAS, the State of New Jersey Division of Taxation released an Alcoholic Beverage Retail Licensee Clearance Certificate on August 1, 2019.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside that Inactive Plenary Retail Consumption License number 0330-33-005-003 known as John Barron Enterprises with Dino Spadacinni, Esquire of the Spadacinni Law Firm as the Statutory Receiver is hereby renewed for the 2018 – 2019 license term.

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


Susan M. Dydek RMC
Township Clerk


Lorraine M. Hatcher
Mayor

RESOLUTION 2019 - #109
RENEWAL OF A PLENARY RETAIL CONSUMPTION LICENSE
IN THE TOWNSHIP OF RIVERSIDE FOR THE PERIOD
ENDING JUNE 30, 2020

WHEREAS, an application to renew the 2019-2020 Plenary Retail Consumption License Term for License number 0330-33-005-003 was submitted by the Spadacinni Law Firm and received by the Riverside Township Clerk on July 30, 2019 along with the applicable fees; and


WHEREAS, the Riverside Township Clerk was unable to renew the license for the 2019-2020 License Term since an Alcoholic Beverage Retail License Clearance Certificate was not released by the State of New Jersey Division of Taxation for the said License Term; and

WHEREAS, the State of New Jersey Division of Taxation released an Alcoholic Beverage Retail Licensee Clearance Certificate on August 1, 2019.

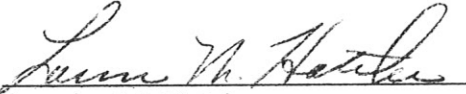
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside that Inactive Plenary Retail Consumption License number 0330-33-005-003 known as John Barron Enterprises with Dino Spadacinni, Esquire of the Spadacinni Law Firm as the Statutory Receiver is hereby renewed.

BE IT FUTHER RESOLVED, that aforementioned License shall become effective August 19, 2019 and will expire on June 30, 2020.

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



Susan M. Dydek RMC
Township Clerk



Lorraine M. Hatcher
Mayor

**RESOLUTION 2019 - #110
SUBMITTAL RESOLUTION
TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

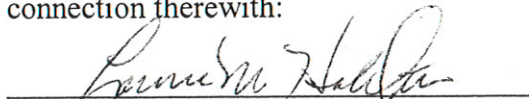
RESOLUTION AUTHORIZING THE TOWNSHIP OF RIVERSIDE TO APPLY TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS (NJDC) FOR A SMALL CITIES PUBLIC FACILITIES GRANT OF UP TO \$400,000 FOR ADA IMPROVEMENTS TOWNSHIP WIDE AND A SMALL CITIES HOUSING REHABILITATION GRANT FOR UP TO \$200,000 FOR A TOWNSHIP WIDE HOUSING REHABILITATION PROGRAM:

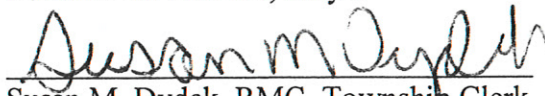
WHEREAS, the Township of Riverside will apply for a Small Cities Community Development Public Facilities Block Grant from the New Jersey Department of Community Affairs (NJDC) for approximately \$400,000 for ADA improvements (sidewalks, curb cuts and crosswalks) Township wide and a Small Cities Community Development Housing Rehabilitation Block Grant for up to \$200,000 to carry out a Township Wide Housing Rehabilitation Program to address health, safety, and code violations in homes of eligible low and moderate-income residents; and

NOW, THEREFORE, BE IT RESOLVED

1. That the Township of Riverside does hereby authorize the applications for such grants; and,
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreements from the New Jersey Department of Community Affairs, does further authorize the execution of the grant agreements; and, also, upon receipt of the fully executed agreements from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Riverside and the New Jersey Department of Community Affairs, including the provision of a local match share in the ratio of at least two local dollars for every ten state dollars.

NOW THEREFORE, BE IT RESOLVED that the persons whose names, titles and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement and any other documents in connection therewith:


Lorraine M. Hatcher, Mayor


Susan M. Dydek, RMC, Township Clerk

I, Susan Dydek, Clerk of the Township of Riverside, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Township Committee at a meeting held on August 19, 2019.

AFFIX GOV'T, CORPORATE
OR NOTARY SEAL

Susan M Dydek

**RESOLUTION 2019 - #111
FAIR HOUSING RESOLUTION
TOWNSHIP OF RIVERSIDE
BURLINGTON COUNTY, NEW JERSEY**

WHEREAS, the Township of Riverside is applying for two Small Cities Community Development Block Grants from the New Jersey Department of Community Affairs (hereafter NJDCA); and

WHEREAS, the Small Cities Public Facilities grant of up to \$400,000 will be used to make ADA improvements (sidewalks, curb cuts and crosswalks) Township wide and the Small Cities Housing Rehabilitation grant of up to \$200,00 will be used for a Housing Rehabilitation Program Township wide; and

WHEREAS, the Township of Riverside must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Riverside has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD) and

WHEREAS, the Township of Riverside has made assurances that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that, Meghan Jack, shall be designated as the Fair Housing Officer for the Township of Riverside; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Township of Riverside; and

BE IT FURTHER RESOLVED that the Township of Riverside will publish in the local newspaper of record and post at the municipal building (or county administration building) a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

I, Susan M. Dydek, hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Riverside Township Committee which was held on August 19, 2019.

ATTEST:


Susan M. Dydek, RMC
Township Clerk

**RESOLUTION 2019 - #112
CITIZEN PARTICIPATION PLAN RESOLUTION
TOWNSHIP OF RIVERSIDE
BURLINGTON COUNTY, NEW JERSEY**

WHEREAS, the Township of Riverside, will enter into Grant Agreements with the New Jersey Department of Community Affairs for the administration of two Small Cities Community Development Block Grants; and

WHEREAS, that Grant Agreement requires the Township of Riverside to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Township of Riverside has reviewed the Citizen Participation Plan prepared for Small Cities CDBG grantees;

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

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Township of Riverside; and

The Township of Riverside will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

I, Susan M. Dydek, hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Township of Riverside governing body, which was held on August 19, 2019.


Susan M. Dydek, RMC
Township Clerk

RESOLUTION 2019 - #113
GRANT MANAGEMENT PLAN RESOLUTION
HOUSING REHABILITATION PROGRAM
TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, the Township of Riverside will apply to the New Jersey Department of Community Affairs (NJDCa) for a Small Cities Housing Rehabilitation grant of up to \$200,000 to carry out a Township Wide Housing Rehabilitation Program to address health, safety, and code violations in homes of eligible low and moderate-income residents; and

WHEREAS, any Grant Agreement between the Township of Riverside and the NJDCa will require the Township to comply with all federal requirements with regard to grant management; and

WHEREAS, the Township of Riverside has reviewed the proposed Grant Management Plan prepared for its Small Cities CDBG grantee application;

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

Pending the execution of said Grant Agreement, the proposed Township of Riverside Grant Management Plan shall be approved by the Township of Riverside.

I, Susan Dydek, hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Riverside Township Committee which was held on August 19, 2019.



Susan M. Dydek, RMC
Township Clerk

RESOLUTION 2019 - #114
GRANT MANAGEMENT PLAN RESOLUTION
PUBLIC FACILITIES PROGRAM
TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, the Township of Riverside will apply to the New Jersey Department of Community Affairs (NJDCa) for a Small Cities Public Facilities grant of up to \$400,000 to make ADA Improvements Township wide; and

WHEREAS, any Grant Agreement between the Township of Riverside and the NJDCa will require the Township to comply with all federal requirements with regard to grant management; and

WHEREAS, the Township of Riverside has reviewed the proposed Grant Management Plan prepared for its Small Cities CDBG grantee application;

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

Pending the execution of said Grant Agreement, the proposed Township of Riverside Grant Management Plan shall be approved by the Township of Riverside.

I, Susan M. Dydek, hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Riverside Township Committee which was held on August 19, 2019.



Susan M. Dydek, RMC
Township Clerk

RESOLUTION 2019 - #115
TOWNSHIP OF RIVERSIDE
RESOLUTION ADOPTING REHABILITATION ASSISTANCE POLICY
AND PROCEDURES MANUAL

WHEREAS, the Township of Riverside will apply for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs ("NJDCA") for up to \$200,000 to carry out a Housing Rehabilitation Program to address health, safety, and code violations in homes of eligible low and moderate-income residents;

WHEREAS, the Township has also retained CGP&H to prepare a Rehabilitation Assistance Policy and Procedures Manual for the administration, processing and implementation of the Small Cities Housing Rehabilitation Program;

WHEREAS, CGP&H has prepared all the documents necessary for a completed Rehabilitation Assistance Policy and Procedures Manual as required by the Small Cities Community Development guidelines;

WHEREAS, the Township has reviewed the Rehabilitation Assistance Policy and Procedures Manual CGP&H has prepared, and finds it to be acceptable;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Township of Riverside that it hereby formally approves the Rehabilitation Assistance Policy and Procedure Manual prepared by CGP&H and will use this manual to implement the Small Cities Housing Rehabilitation Program in accordance with the anticipated Grant Agreement between the State of New Jersey and the Township of Riverside should the Township be selected to receive this award.

I, Susan M. Dydek, certify that the foregoing Resolution was duly adopted at a regular meeting of the Township of Riverside Committee which was held on August 19, 2019.



Susan M. Dydek, RMC
Township Clerk

TOWNSHIP OF RIVERSIDE

RESOLUTION 2019 - #116

**A RESOLUTION ALLOWING FOR THE REDIRECTION
OF A COMMITTEE PERSON'S
ANNUAL SALARY**

WHEREAS, the Township of Riverside, under Ordinance 2018 - #7 allows for a salary to elected officials:

WHEREAS, should any member of the Riverside Township Committee wish to redirect their salary, they shall submit a written request to the Chief Financial Officer stating which organization the funds shall be forwarded to.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, that a Member of the Township Committee may redirect their salary to an organization of choice upon written notification to the Chief Financial Officer.

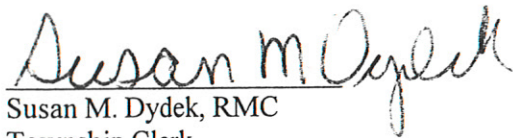
BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Township Chief Financial Officer.

Adopted: August 19, 2019

	WEAVER	HIGGINS	FREY	KIMBLE	HATCHER
YES	X	X	X		X
ABSTAIN					
NO					
ABSENT				X	
MOTION		2nd	1st		

CERTIFICATION

I, Susan M. Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Riverside Township Committee at its Regular Meeting held on the 19th day of August, 2019.



Susan M. Dydek, RMC
Township Clerk

RESOLUTION 2019 - #117
RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT
RENEWING MEMBERSHIP IN THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Riverside (hereinafter the "MUNICIPALITY") is a member of the Burlington County Municipal Joint Insurance Fund (hereinafter the "FUND"); and

WHEREAS, the MUNICIPALITY'S membership terminates as of January 1, 2020 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and

WHEREAS, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certificate with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and

WHEREAS, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and

WHEREAS, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and

WHEREAS, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and

WHEREAS, the FUND has provided comprehensive insurance coverage to member municipalities since 1991; and

WHEREAS, since 1991, the Fund has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and

WHEREAS, the FUND has also developed and made available to its members Safety, Risk Management, and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

WHEREAS, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial, and Legal services; and

WHEREAS, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

WHEREAS, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

WHEREAS, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

WHEREAS, all of the aforementioned factors categorize the award of this Contract as an "extraordinary, unspecifiable service" that cannot be duplicated, accounted for, accurately detailed, or described in a manner that truly depicts the value of the MUNICIPALITY'S membership in the FUND; and

WHEREAS, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

WHEREAS, the FUND has been organized pursuant to N.J.S.A. 40A:10-36 et seq., and as such is an agency of the municipalities that created it; and

WHEREAS, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

WHEREAS, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

WHEREAS, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law;

NOW THEREFORE, be it resolved by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY'S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.

4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

This Resolution agreed to this 19th day of August, 2019, by a vote of:

_____ Affirmative _____ Negative _____ Abstentions

(Municipal Official)

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution 2019 - #117 adopted by the Township Committee of the Township of Riverside in the County of Burlington, at a regular meeting thereof held on August 19, 2019.

Susan M. Dydek, RMC
Municipal Clerk

DUPLICATE RESOLUTION - NOT VOTED UPON

RESOLUTION 2019-#118**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING A CHANGE
ORDER TO THE INTERSECTION IMPROVEMENT PROJECT RSTPX 18004**

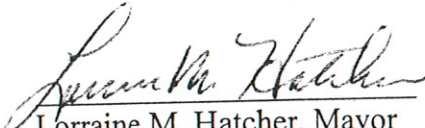
WHEREAS, the Township of Riverside awarded a contract to Pioneer General Contracting; and


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

Change Order to increase the time provided for completion of the contract by twenty-three (23) days.

Amended Completion Date: August 30, 2019.

Adopted at the regular meeting of the Riverside Township Committee on August 19, 2019.


Lorraine M. Hatcher, Mayor


Susan M. Dydek RMC
Township Clerk

ACTION

- 1) Authorization to approve Peddler's/Solicitor's Licenses for Shane Carroll, Alexander Epstein, Brian Dunbar and Wouter Van Den Hooff to solicit for windows/roofing/siding for Power Home Remodeling. **In hearing no motion to approve, the request was denied.**

Mrs. Hatcher questioned why the authorization for Kyle Lingo is being voted upon now instead of prior to July 1, 2019. Mayor Hatcher requested that in the future, there be not retroactive items to be voted on.

- 2) **Mr. Frey made a motion** authorizing the approval to appoint Kyle Lingo as a Truck Driver retroactive back to July 1, 2019 **seconded by Mr. Higgins carried.**
- 3) Authorization to appoint Meghan Jack as the "Designated Official" of the Township of Riverside with regard to the Burlington County Joint Insurance Fund **made on a motion by Messrs. Frey and Higgins carried.**

SHADE TREE COMMITTEE REQUEST

- 1) John H. Gilbert Jr. – Tree removal at 325 Chester Avenue.

CORRESPONDENCE

- 1) Casey Oram – Thank you for award.
- 2) Justin Schulin – Thank you for award.
- 3) Borough of Wildwood Crest – Wellness challenge.
- 4) State of New Jersey, Department of Transportation – Applications will be accepted for the NJDOT Fiscal Year 2020 Local Freight Impact Fund.

REPORTS:

DEPARTMENT OF PUBLIC SAFETY:

Chief Eliason reported the Police Activity for July 2019: Incidents – 574, Investigations – 74, Adult Arrests Total – 56, Motor Vehicle Summons – 98, Motor Vehicle Accidents – 13, Juvenile Charges – 3, Curfew Violations – 0, Protective Custody – 0, Stationhouse Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 21, False Alarm Warning Letters – 0. Chief Eliason reported on the various trainings that the Officers attended, the various programs in which the officers and the Chief participated in, and various awards and commendations that the police officers received. Chief Eliason also reported that the Canine Officer Nikko is being treated for arthritis and may have to retire in the upcoming year or two.

Mayor Hatcher stated that the Committee received multiple months of reports from the Delran Emergency Squad. Mayor Hatcher reported the following: Total Request to Riverside – 44, Total Patients Transported – 25, Total Refusals – 15, Total Cancel Requests – 2, Total Standbys – 1, Dead on scene – 1. Mayor Hatcher reported the following missed call: July – 0, June – 4, May – 8.

DEPARTMENT OF PUBLIC WORKS:

Mr. Higgins reported that the street sweeper is not running again. The Public Works Department was busy with storm clean-up, they performed brush pick-up, grass cutting, and pothole patching. Preparations were done for National Night Out and the Car Show.

Mayor Hatcher requested that the residents email the Administrator with the location of potholes.

DEPARTMENT OF REVENUE AND FINANCE AND ECONOMIC DEVELOPMENT:

Mr. Frey reported on the Tax Collector's receipts: total amount collected as of June 31, 2019 – \$2,750,009.57 and Year to Date Collection – \$10,572,033.58.

DEPARTMENT OF RECREATION:

Mr. Kimble was not in attendance.

Mayor Hatcher reported that there is another cheerleading squad in Riverside. Mr. Frey stated that there is now a competition team and a team to cheer on the football team.

DEPARTMENT OF PUBLIC EVENTS:

Mrs. Weaver reported that the National Night was a success and stated that more announcements with regard to Public Events will be posted on Social Media. The next movie night will be held on August 29, 2019. Mayor Hatcher requested that Mrs. Weaver design a flyer with the events that may be posted in the local businesses. Mrs. Weaver said that she also emails the principals of the schools the Public Events Schedules and they send it out through Genesis.

SOLICITOR'S REPORT:

Solicitor Carlton had no report.

ENGINEER'S REPORT:

Mrs. Weaver questioned where the ADA ramps will be placed with regard to the Small Cities Grant? Municipal Clerk Dydek answered that the application states that the ramps will be town wide.

The Engineer's Report has been submitted and a copy of the report is on file in the Municipal Clerk's Office.

ADMINISTRATOR'S REPORT:

Administrator Jack was not in attendance.

Motion made by Mr. Higgins and Mr. Frey to approve all the reports that were given, carried.

BILLS AND EXPENDITURES:

Motion made by Mr. Frey and Mrs. Weaver to approve the bills and expenditures for payment carried.

PUBLIC PORTION:

Mayor Hatcher opened the Public Portion.

- 1) Mr. Michael Miller – 203 Lippincott Avenue – stated his concern with vehicles parking so close to the corners and visibility issues that this causes. Mr. Miller's biggest concern is on the number streets located in the Avenues Section. The vehicles are parking right up to the corner. Mr. Miller recommended that vehicles park fifteen (15) feet from any intersection. Mr. Frey stated that ten (10) feet is enough room. Mayor Hatcher stated that a person who received a notice at Fourth and Cleveland, has stated that the stop sign is further from the curb than other stop signs and all Stop Signs should be uniformly placed.
- 2) Mr. Robert Naylor – 24 E. Hancock Street – stated that when he went to drop off leaves at the Public Works Garage, a Delran Police Officer questioned him why his was there. Mr. Naylor also stated that the delivery trucks that deliver food to the store on Scott Street travel down E. Hancock Street and they are going to damage the street with their weight. Mr. Naylor stated that he put his trash on Carroll Street for pick up and the trash company told him that he cannot put his trash out on Carroll Street. Mr. Naylor said that people who have out of state license plates need to have vehicle insurance that coincide with the State that they live in, therefore, they could be prosecuted. Mayor Hatcher stated that the Township is in the process of purchasing 2 LPR readers that will read the license plates and maybe the Township can get a handle on this.
- 3) Mr. Brian Rhode – 222 S. Fairview Street – questioned if Mr. Higgins was in charge of the Riverside Sewerage Authority? Mayor Hatcher stated in the negative. Mr. Rhode questioned if there were any updates on having a Spot a Pot at the light rail station? Mr. Rhode was informed that New Jersey Transit will not permit a Portable Toilet on their property in Riverside. Mr. Rhode questioned having a Spot a Pot in the Township Parking Lot? Mayor Hatcher stated that the Township Committee does not want a Portable Toilet in the parking lot. Mr. Rhode said that he will continue to do what he does then. Mr. Rhode stated that when he crosses in the crosswalks, vehicles do not stop. Mayor Hatcher recommended that the Sheriff's Office perform another crosswalk program.
- 4) Mr. Bill Greiner - 310 Heulings Avenue – Mr. Greiner is a member of the Riverside School Board. Mr. Greiner stated that the drainage problem on Grant Street and around the schools is horrible. Mr. Greiner said that at the corner where the trailers are, it is still flooding and that the water is so deep, that a preschooler could drown. Mayor Hatcher said that there wasn't a drainage problem until the trailers were placed on Grant Street. Mr. Greiner said that parents are going to start complaining about shoes being ruined. Mr. Greiner stated that the intersections at Second Street and Heulings and Third

Street and Heulings are in worse condition since being worked on. Mr. Frey responded that the intersections have been milled, but the final paving has not been done. Mr. Greiner said that he would like to see more events for children. Mayor Hatcher stated that the Township will need to use the school facilities to implement more events. Mr. Greiner agreed.

Hearing nothing further from the public, motion made by Mrs. Weaver and Mr. Frey to close Public Portion carried.

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


Susan M. Dydek, RMC
Municipal Clerk

RIVERSIDE TOWNSHIP