

Monday evening  
January 4, 2021  
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 28, 2020.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on December 28, 2020.
- 3) Filed written notice with the Clerk of the Township of Riverside on December 28, 2020.

The Reorganization Meeting of the Riverside Township Committee was held via a teleconference meeting due to the COVID- 19 Pandemic Health Crisis on the above date with the following members present: Messrs. Higgins, Frey, Kimble, Mmes. Weaver and Hatcher along with Municipal Clerk Susan M. Dydek and Administrator Meghan Jack.

All present stood to salute the flag.

The first order of business was the appointment of a Mayor for the year 2021. Municipal Clerk Dydek called for nominations of a Mayor for the year 2021. Mr. Kimble nominated Mr. Frey. **Hearing no further nominations, motion made by Mrs. Weaver, seconded by Mrs. Hatcher, to appoint Mr. Frey as Mayor for the year 2021 carried.**

The Oath of Office was administered to Mayor Jason Frey by Municipal Clerk Susan M. Dydek.

**Mr. Frey assumed the chair as Mayor for the year 2021.**

Municipal Clerk Dydek called for nominations of a Deputy Mayor for the year 2021. Mr. Higgins nominated Mr. Kimble. **Hearing no further nominations, motion made by Mr. Higgins, seconded by Mrs. Weaver, to appoint Mr. Kimble as Deputy Mayor for the year 2021 carried.**

The Oath of Office was administered to Deputy Mayor Corey Kimble by Municipal Clerk Susan M. Dydek.

**RESOLUTIONS:**

Municipal Clerk Dydek called for nominations for an Attorney. Mrs. Hatcher nominated Marmero Law.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021-#1 – APPOINTMENT OF AN ATTORNEY.**

**Mrs. Hatcher made a motion to adopt Resolution 2021-#1, seconded by Mr. Kimble. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Frey, Kimble and Higgins. Nays – None. Abstain - None. Motion carried.**

Municipal Clerk Dydek called for nominations of a Redevelopment Attorney. Mrs. Weaver nominated Marmero Law.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021-# 2 - APPOINTMENT OF A REDEVELOPMENT ATTORNEY.**

**Mr. Kimble made a motion to adopt Resolution 2021-#2, seconded by Mr. Frey. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Frey, Kimble and Higgins. Nays – None. Abstain – None. Motion carried.**

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

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021 - #3 – APPOINTMENT OF AN ENGINEER.**

**Mrs. Hatcher made a motion to adopt Resolution 2021- #3, seconded by Mrs. Weaver. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Higgins, Frey and Kimble. Nays – None. Motion carried.**

Municipal Clerk Dydek called for nominations for the appointment of a Special Projects Engineer. Mr. Kimble nominated Environmental Resolutions Inc.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021 - #4 – APPOINTMENT OF A SPECIAL PROJECTS ENGINEER.**

**Mr. Kimble made a motion to adopt Resolution 2021- #4, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Higgins, Frey and Kimble. Nays – None. Motion carried**

Municipal Clerk Dydek called for nominations for the appointment of an Auditor. Mrs. Weaver nominated Mercadien P.C.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021-#5 APPOINTMENT OF AN AUDITOR.**

Mr. Kimble made a motion to adopt Resolution 2021-#5, seconded by Mr. Higgins. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Higgins, Frey, and Kimble. Nays – None. Motion carried.

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

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021-#6 APPOINTMENT OF AN ACCOUNTANT**

Mrs. Hatcher made a motion to adopt Resolution 2021-#6, seconded by Mr. Kimble. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Frey, Higgins and Kimble. Nays – None. Abstain – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of Labor Counsel. Mr. Frey nominated Armando Riccio.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021 - #7 APPOINTMENT OF LABOR COUNSEL.**

Mrs. Weaver made a motion to adopt Resolution 2021- #7, seconded by Mrs. Hatcher. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Kimble, Frey, and Higgins. Nays – None. Abstain – None. Motion carried.

Municipal Clerk Dydek called for nominations for the appointment of Bond Counsel. Mrs. Hatcher nominated Parker McCay.

Hearing no further nominations, the following Resolution was introduced:

**RESOLUTION 2021 - #8 – APPOINTMENT OF A BOND COUNSEL.**

Mrs. Hatcher made a motion to adopt Resolution 2021- #8, seconded by Mr. Kimble. Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Higgins, Kimble and Frey. Nays – None. Motion carried.

**RESOLUTION 2021 - #9 – A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE  
WAIVING THE APPOINTMENT OF A RISK MANAGEMENT  
CONSULTANT/INSURANCE PRODUCER AND INDEMNIFYING AND HOLDING  
HARMLESS THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND  
AS A RESULT OF ANY CLAIMS ARISING FROM SAID ACTION.**

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

### **APPOINTMENTS:**

Mr. Frey nominated Gary Haman and Lorraine Hatcher to the Shared Services Forum. **Motion made by Mr. Kimble and Mr. Higgins that Gary Haman and Lorraine Hatcher be appointed to the Shared Services Forum (one-year terms). Upon roll call the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Frey, Kimble and Higgins. Nays – None. Motion carried.**

Mr. Frey nominated Lorraine Hatcher and Gary Haman to the River Route Advisory Committee. **Motion by Mrs. Weaver, seconded by Mr. Kimble that Gary Haman and Lorraine Hatcher be to the River Route Advisory Committee for (one-year terms). Upon roll call, the vote was as follows: Ayes – Mmes. Weaver, Hatcher, Messrs. Frey, Kimble and Higgins. Nays – None. Motion carried.**

Mrs. Weaver made a motion that Kevin Johnson be appointed as the Rental Inspector for the calendar year 2021 seconded by Mr. Kimble carried.

Mrs. Weaver made a motion that Kevin Johnson be appointed as the Resale Inspector for the calendar year 2021 seconded by Mr. Higgins carried.

Mr. Higgins made a motion that Kevin Johnson be appointed as the Multi - Unit Inspector for the calendar year 2021 seconded by Mr. Kimble carried.

### **DEPARTMENT SCHEDULE FOR THE YEAR 2021:**

#### **PUBLIC WORKS-PUBLIC UTILITIES**

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

Chairperson – Mrs. Hatcher  
Vice-Chairperson - Mr. Higgins

#### **PUBLIC EVENTS**

Chairperson - Mrs. Weaver  
Vice-Chairperson – Mr. Kimble

#### **PUBLIC SAFETY**

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

Chairperson – Mr. Frey  
Vice-Chairperson - Mr. Kimble

#### **RECREATION**

Including Public Parks and Playgrounds

Chairperson - Mr. Kimble  
Vice-Chairperson – Mrs. Weaver

**REVENUE & FINANCE & ECONOMIC DEVELOPMENT**

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

Chairperson – Mr. Frey  
Vice - Chairperson – Mrs. Hatcher

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

**CONSENT AGENDA:**

Mrs. Hatcher made a motion, seconded by Mr. Kimble that the following consent agenda be approved carried.

**RESOLUTION 2021 - #16 - RESOLUTION APPOINTING DEPOSITORIES.**

**RESOLUTION 2021 - #17 - CASH MANAGEMENT PLAN. (Guide to Municipal Officials and Employees in carrying out their duties concerning the receipt and disbursement of all funds of the Township of Riverside).**

**RESOLUTION 2021 - #18 - INTEREST RATES - (8% per annum on the first \$1,500 of the delinquency and 18% per annum on any amount in excess of the first \$1,500 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year. Also allows a ten-day grace period of quarterly taxes.)**

**RESOLUTION 2021 - #19.- AUTHORIZE ASSESSOR TO FILE APPEALS WITH THE BURLINGTON COUNTY BOARD OF TAXATION AS MAY BE NECESSARY.**

**RESOLUTION 2021 - #20 - AUTHORIZING TAX COLLECTOR TO HOLD A TAX SALE - (Scheduled Date is 10 /13 /2021).**

**RESOLUTION 2021 - #21 - TEMPORARY BUDGET FOR FIRST QUARTER 2021.**

**RESOLUTION 2021 - #22 - PAYMENT IN ADVANCE OF AUTHORIZED OFFICIAL TRAVEL.**

**RESOLUTION 2021 - #23 - A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RIVERSIDE DESIGNATING THE DATES OF MEETINGS FOR CALENDAR YEAR 2021.**

**RESOLUTION 2021 - #24 - STATE CONTRACT RESOLUTION – (allows us to purchase materials, supplies, and equipment under State Contract.)**



**RESOLUTION 2021 - #25 APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER :( Michael Mansdoerfer)**

**RESOLUTION 2021 - #26 – APPOINTMENT OF A MUNICIPAL HOUSING LIASON :( Meghan Jack)**

**RESOLUTION 2021 - #27 – A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE APPOINTMENT OF JACOB GORBE AS A SPECIAL LAW ENFORCEMENT OFFICER.**

**RESOLUTION 2021 - #28 – APPOINTMENT OF MICHAEL MANSDOERFER AS THE FUND COMMISSIONER TO THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND.**

**RESOLUTION 2021 - #29 – APPOINTMENT OF MEGHAN JACK AS THE ALTERNATE FUND COMMISSIONER TO THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND.**

**RESOLUTION 2021 - #30 – APPOINTMENT OF ANIMAL CONTROL SERVICES.**

**APPOINTMENTS:**

**Appointment of Deputy Tax Collector: Jacqueline Ransburgh**

**Appointment of Tax Search Officer: Mindie Weiner**

**Appointment of a Deputy Municipal Clerk: Meghan Jack**

**Appointment of a Municipal Lien Search Officer: Susan M. Dydek**

**Appointment of a Deputy Tax Search Officer: Jacqueline Ransburgh**

**Appointment of a Department of Health Liaison: Barbara C. Casperite**

**Roberts Rules of Order be adopted for the year 2021:**

**Designation of Legal Newspapers for the year 2021: Burlington County Times and Courier-Post**

**Appointment of a Municipal Treasurer: Meghan Jack**

**Appointment of the Chief of Police as the Custodian of Records for the Riverside Township Police Department.**

**Appointment of the Court Administrator as the Custodian of Records for the Riverside Township Municipal Court.**

**RESOLUTION 2021 - #1****APPOINTMENT OF AN ATTORNEY**

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

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

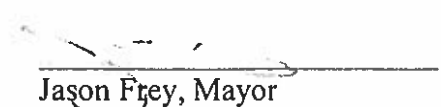
**WHEREAS**, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or 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 on the Riverside Township Website for the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

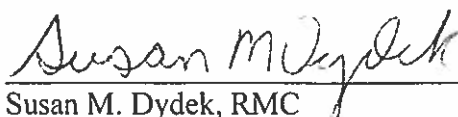
**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7.

**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 Albert Marmero and the firm Marmero Law, LLC for a one-year term commencing on January 1, 2021 and ending on December 31, 2021. The total amount to be dispersed by the Township of Riverside shall be \$150.00 an 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #2****APPOINTMENT 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 on the Riverside Township Website for the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

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

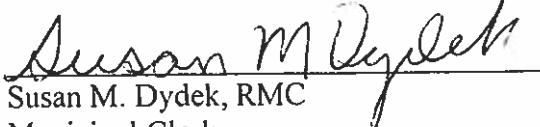
**OW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Albert Marmero and the firm of Marmero Law, LLC for a one-year term commencing on January 1, 2021 and ending on December 31, 2021. The total amount to be dispersed by the Township of Riverside shall be \$150.00 an 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk



**RESOLUTION 2021 - #3****APPOINTMENT 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 on the Riverside Township Website for the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

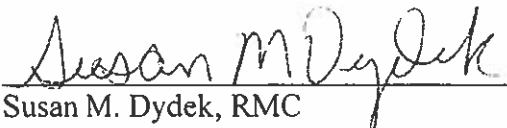
**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

**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, 2021 and ending on December 31, 2021. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$252.00 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #4****APPOINTMENT OF A CONFLICT/SPECIAL PROJECTS ENGINEER**

**WHEREAS**, there exists a need for a conflict/special projects 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

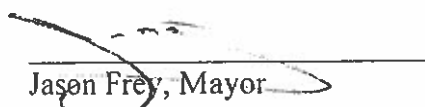
**WHEREAS**, the Township of Riverside publicly advertised on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request 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, 2021 and ending on December 31, 2021. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$185.00 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #5****APPOINTMENT 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

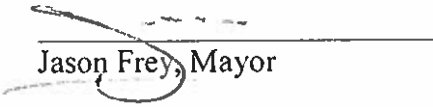
**WHEREAS**, the Township of Riverside publicly advertised on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request 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.

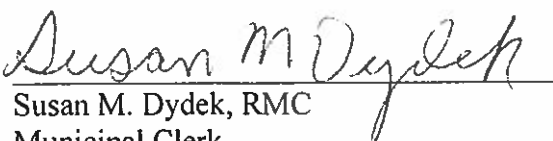
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with Brent Lee and the firm of Mercadien, P.C. for a one-year term commencing on January 1, 2021 and ending on December 31, 2021. The fee shall not exceed \$32,000.00. 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #6****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 on the Riverside Township Website on the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

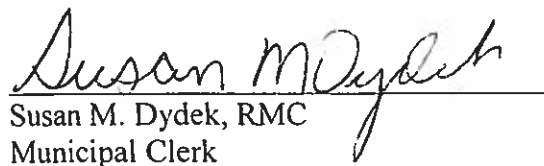
**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7.

**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, 2021 and ending on December 31, 2021. The total amount to be dispersed by the Township of Riverside shall not exceed \$246.00 an hour and the amounts for additional services shall not exceed and \$17,500.00 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #07****APPOINTMENT 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 on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

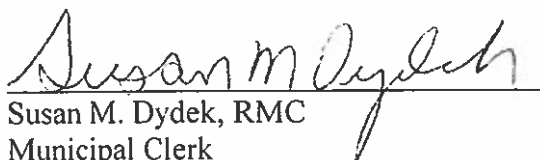
**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

**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, 2021 and ending on December 31, 2021. 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #08****APPOINTMENT 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 on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 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 Malamut and Associates, for a one-year term commencing on January 1, 2021 and ending on December 31, 2021. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$310.00. 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk



**RESOLUTION 2021 - #9**

**RESOLUTION OF THE TOWNSHIP OF RIVERSIDE**

**WAIVING THE APPOINTMENT  
OF A RISK MANAGEMENT CONSULTANT/INSURANCE PRODUCER  
and  
INDEMNIFYING and HOLDING HARMLESS  
the  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND  
as a  
RESULT OF ANY CLAIMS ARISING FROM SAID ACTION**

**WHEREAS**, the Township of Riverside is a member of the Burlington County Municipal Joint Insurance Fund, (hereinafter known as the BURLCO JIF), a public entity established under Public Law 1983, c.372 of Title 40A enabling local contracting units to join together for the purpose of self-insuring for excess coverages as defined by statute; and

**WHEREAS**, the Bylaws of the BURLCO JIF provide for appointment of a Risk Management Consultant by the municipality to advise the municipality on matters relating to the BURLCO JIF's operation and coverages provided; and

**WHEREAS**, the Risk Management Consultant's specific duties include, but are not limited to:

- 1.) Evaluation of the town's exposure
- 2.) Explanation of the various coverages available from the BURLCO JIF and assisting the municipality in the selection of proper coverage.
- 3.) Preparation of applications, statement of values, etc., required by the BURLCO JIF.
- 4.) Review of the town's assessment and assisting in the preparation of the town's insurance budget.
- 5.) Review of losses and engineering reports and providing assistance to the town's safety committee.
- 6.) Assistance in the claims settlement process.
- 7.) Attendance at the majority of meetings of the BURLCO JIF's Fund Commissioners and the performance of such other services as required by the municipality or the BURLCO JIF.

**WHEREAS**, the Bylaws of the BURLCO JIF further provides for said Risk Management Consultant to be paid a fee not to exceed six percent (6%) of the municipality's assessment for the current Fund year; and

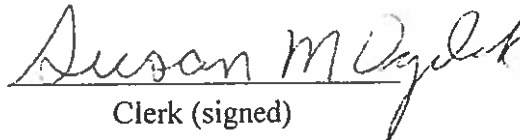
**WHEREAS**, the Bylaws of the BURLCO JIF allows a member municipality to waive such services and elect to perform all or any portion of the duties normally assigned to the Risk Management Consultant provided it notify the BURLCO JIF in writing and further agrees to indemnify and hold harmless the BURLCO JIF and certain of its agents.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Riverside does elect to waive the services of a Risk Management Consultant, and to perform all or any portion of the duties normally assigned to said Risk Management Consultant; and

**BE IT FURTHER RESOLVED**, that the Township of Riverside elects to have its six percent (6%) fee for Risk Management Services returned by the BURLCO JIF, if applicable; and

**BE IT FURTHER RESOLVED**, that the Township of Riverside agrees to indemnify and hold harmless the BURLCO JIF, its commissioners, appointed officials and other BURLCO JIF servants, agents, and employees from any and all claims arising from its decision to assume part or all of the duties normally assigned to a professional Risk Management Consultant.

\_\_\_\_\_  
Susan M. Dydek, Township Clerk

  
Clerk (signed)

1/4/2021  
Date

**RESOLUTION 2021 - #10****APPOINTMENT 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, 2021, for a term to expire on December 31, 2021; 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 on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

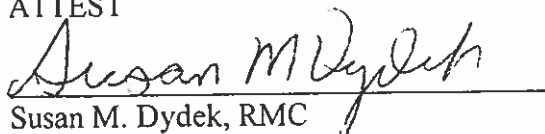
**WHEREAS**, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A 19:44A-20.7 and this appointment and contract is being awarded through the fair and open process, pursuant to N.J.S.A. 19:44A-20 et seq.

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 Gregg I. Perr for a one-year contract commencing January 1, 2021 through December 31, 2021 at a rate not to exceed \$16,000.00 annually; and
2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

  
Jason Frey, Mayor

ATTEST

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #11****APPOINTMENT 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 on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2021 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.

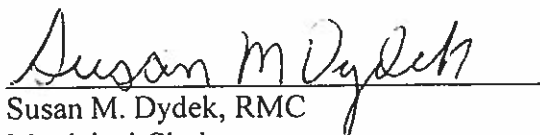
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

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 retroactive to January 1, 2021 and ending on December 31, 2021. The total hourly rate to be dispersed by the Township of Riverside shall not exceed \$185.00. 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #12**

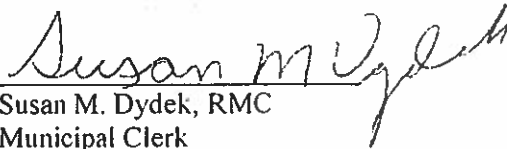
**APPOINTMENT OF A MEMBER TO THE RIVERSIDE SEWERAGE AUTHORITY**

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

Section 1. Robert Van Meter 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 2026.

Section 2. This Resolution shall take effect February 1, 2021.

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, 2021.

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 -#13****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 for the calendar year 2021: Jacob Hutchins, Mark Sparta, Lester Kemble, Edward Kemble Jr., Timothy Devlin, George Conard Jr., George Joo, Carley Newman, Victoria Nesbitt, John Hullings, Walter Shively, Darren Adams, Eric Donaghy, Michael Dydek Sr., Robert Barnett, Anthony Marzulli, Walter Nesbitt Jr., Richard Horton, Robert Miller, Donald Nesbitt and Timothy Le Coney.

**BE IT FURTHER RESOLVED**, that the term of this appointment shall be five (5) years commencing January 1, 2021 and ending December 31, 2025.

**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 2nd day of January, 2019.

  
Susan M. Dydek  
Municipal Clerk



**RESOLUTION 2021 - #14****APPOINTMENT OF A PUBLIC DEFENDER**

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

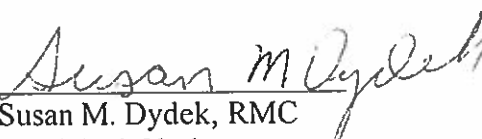
**WHEREAS**, funds are available for this purpose, and

**WHEREAS**, the Township of Riverside ("Township") is required to appoint a Public Defender on or about January 1, 2021, for a term to expire on December 31, 2021.

**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 Jeffrey Snow, Esquire for a one-year contract commencing January 1, 2021 through December 31, 2021. 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 4, 2021.


  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021- #15****APPOINTMENT OF THE TOWNSHIP COMMITTEE'S DIRECTOR OF  
PUBLIC SAFETY**

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

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Riverside that Jason Frey be appointed for a one - year term as the Township Committee's Director of Public Safety for the Township of Riverside effective January 1, 2021.

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, 2021.

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021- #16****RESOLUTION 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: TD Bank.

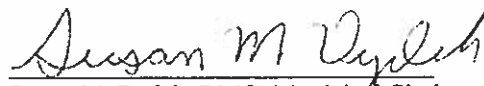
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, that any financial institution not herein mentioned that is determined to be the highest bidder on interest rates for idle funds be designated as depositories for the Township of Riverside. Prior to the deposit 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 Susan M. Dydek, Township Clerk, Michael Mansdoerfer, Chief Financial Officer and 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, 2021.

  
Susan M. Dydek, RMC, Municipal Clerk

**RESOLUTION 2021 - #17****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:

- 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.
  - TD BANK
- THE TOWNSHIP SHALL ANNUALLY ESTABLISH A RESOLUTION ADOPTED AT ITS ANNUAL REORGANIZATION MEETING THE REQUIRED SIGNATORIES OF ALL TOWNSHIP BANK ACCOUNTS.
- 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.
- ALL REVENUE RECEIVED BY THE TREASURER SHALL BE DEPOSITED TO INTEREST BEARING ACCOUNTS IN THE LEGAL DEPOSITORIES.
- THE FOLLOWING FUNDS SHALL NOT BE REQUIRED TO BE MAINTAINED IN INTEREST BEARING ACCOUNTS:
  - CHANGE FUNDS
  - PETTY CASH FUNDS
  - PAYROLL FUNDS
  - 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.

- 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 EQUIRED FOR THE OPERATION OF THE ACCOUNT.
- 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.
- THE TAX COLLECTOR OF THE TOWNSHIP SHALL DEPOSIT ALL MONIES INTO THE APPROPRIATE ACCOUNTS. ALL MONIES COLLECTED BY THE TAX COLLECTOR SHALL BE TURNED OVER TO THE TREASUER 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.
- THE CHIEF FINANCIAL OFFICER SHALL PREPARE AND SUBMIT MONTHLY FINANCIAL REPORTS TO THE GOVERNING BODY.
- NO TOWNSHIP FUNDS SHALL BE DISBURSED BY THE TREASURER OR CHIEF FINANCIAL OFFICER 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 CHIEF FINANCIAL OFFICER 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

CHIEF FINANCIAL OFFICER SHALL OBTAIN A MINIMUM OF THREE QUOTATIONS AND SHALL INVEST AT THE INSTITUTION OFFERING THE HIGHEST EFFECTIVE RATE. THE CHIEF FINANCIAL OFFICER 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 CHIEF FINANCIAL OFFICER SHALL ALSO REPORT MONTHLY ALL INVESTMENTS MADE OR REDEEMED OVER THE PAST MONTH.

I certify that the foregoing Resolution No. 2021 - #17 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, 2021.



Susan M. Dydek, RMC  
Municipal Clerk

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
Mrs. Weaver	X				
Mrs. Hatcher	1st				
Mr. Kimble	2nd				
Mr. Higgins	X				
Mr. Frey	X				



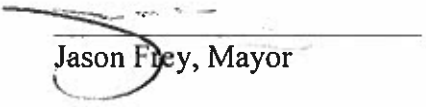
**RESOLUTION 2021 - #18****INTEREST RATES**

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, 2021, there will be a ten (10) day grace period of quarterly tax payments.
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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #19****AUTHORIZE 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

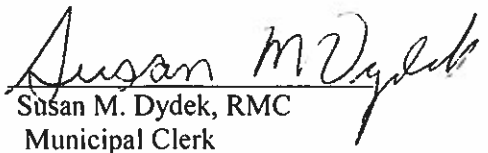
**WHEREAS**, responsibility for the maintenance and correction of assessment list rests with the Township Tax Assessor subject to laws and regulations, and

**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, 2021.

  
Susan M. Dydek, RMC  
Municipal Clerk

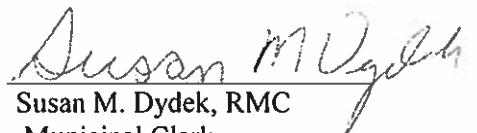
**RESOLUTION 2021 - #20****AUTHORIZING TAX COLLECTOR TO HOLD A TAX SALE**

**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, 2019 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 October 13, 2021.

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, 2021.

  
Susan M. Dydek, RMC  
Municipal Clerk

**TOWNSHIP of RIVERSIDE**  
**RESOLUTION NO. 2021 - #21**

**RESOLUTION ADOPTING 2021 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, 2021, and

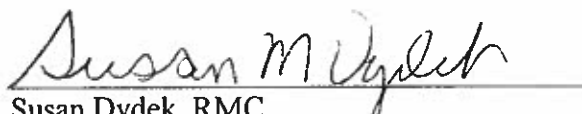
**WHEREAS**, 26.25 % of the total appropriations in the 2021 budget, exclusive of any appropriations made for debt service and capital improvement fund in said 2021 budget is the sum of \$ 1,552,462.01.

**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

  
 Jason Frey, Mayor

I certify that the foregoing Resolution No. 2021 - #19 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, 2021.

  
 Susan Dydek, RMC  
 Municipal Clerk

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
Weaver	X				
Hatcher	X				1st
Kimble	X				2nd
Higgins	X				
Frey	X				

**RESOLUTION 2021 - #22****PAYMENT 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

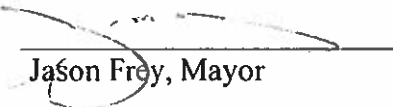
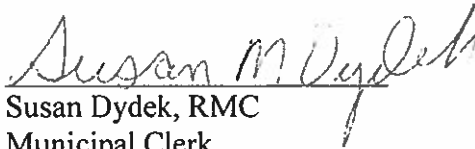
**Whereas**, certain officers and employees of the Township of Riverside will need to travel for various for education conferences; and

**Whereas**, the Treasurer will certify that funds will be available in the 2021 Budget, for various account, not to exceed \$75.00 per day per person, not to exceed \$375.00, 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 4<sup>th</sup> day of January, 2021.

  
Jason Frey, Mayor  
Susan Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #23**  
**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF**  
**RIVERSIDE DESIGNATING THE DATES OF MEETINGS**  
**FOR CALENDAR YEAR 2021**

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

**WHEREAS**, due to the ongoing COVID-19 Health Pandemic concerns, all meetings will be conducted via Zoom Conference until further notice.

**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 2021:

**Work Session Meetings will be held via Zoom Teleconference due to the COVID-19 Health Crisis.** All such meetings will be held at 6:00p.m. via Zoom. The Instructions for joining the meeting will be posted on the Riverside Township Website: <http://www.twp.riversidetwp.org>. Formal action will not be taken at Work Session Meetings.

Monday January 25, 2021  
Monday February 1, 2021  
Monday February 22, 2021  
Monday March 1, 2021  
Monday March 15, 2021  
Monday April 5, 2021  
Monday April 19, 2021  
Monday May 3, 2021  
Monday May 17, 2021  
Monday June 21, 2021  
Monday July 19, 2021  
Monday August 16, 2021  
Monday September 20, 2021  
Monday October 4, 2021  
Monday October 18, 2021  
Monday November 15, 2021  
Monday December 6, 2021  
Monday December 20, 2021

**Regular Township Meetings will be held via Zoom Teleconference due to the COVID-19 Health Crisis.** All such meetings will be held at 7:00p.m. via Zoom. The Instructions for joining the meeting will be posted on the Riverside Township Website: <http://www.twp.riversidetwp.org>. 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, 2021

Monday February 22, 2021

Monday March 15, 2021

Monday April 19, 2021

Monday May 17, 2021

Monday June 21, 2021

Monday July 19, 2021

Monday August 16, 2021

Monday September 20, 2021

Monday October 18, 2021

Monday November 15, 2021

Monday December 20, 2021

**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.**

**RESOLUTION 2021 - #24****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 2021.

**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.

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
Mrs. Weaver	X				
Mrs. Hatcher	X				1 <sup>st</sup>
Mr. Kimble	X				2nd
Mr. Kirk	X				
Mr. Frey	X				

**RESOLUTION 2021 - #25****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 Michael Mansdoerfer, Assistant Treasurer, is hereby appointed Public Agency Compliance Officer for the year 2021.

I hereby certify that the foregoing is a true copy of a Resolution was adopted by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey at their Reorganization Meeting held on January 4, 2021.

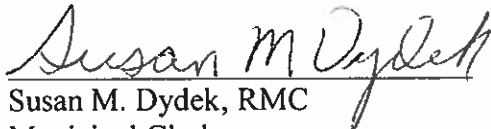
  
\_\_\_\_\_  
Susan M. Dydek, RMC  
Municipal Clerk

**RESOLUTION 2021 - #26****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.

Record Vote of the Township Committee on Final Passage					
Committee Member	Yes	No	Abstain	Absent	Motioned By:
Mrs. Weaver	X				
Mrs. Hatcher	X				1 <sup>st</sup>
Mr. Kimble	X				2 <sup>nd</sup>
Mr. Kirk	X				
Mr. Frey	X				

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, 2021.

  
Susan M. Dydek, RMC  
Municipal Clerk

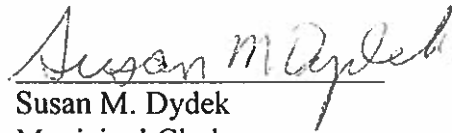
**RESOLUTION 2021 -#27****A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE  
AUTHORIZING THE APPOINTMENT OF JAKOB GORBE  
AS A SPECIAL ENFORCEMENT LAW OFFICER**

**WHEREAS**, the Township Committee of the Township of Riverside has followed all necessary procedures in the hiring of law enforcement officers; and

**WHEREAS**, the Township Committee is now in a position to move forward with the appointment of a Special Law Enforcement Officer.

**NOW, THEREFORE, BE IT RESOLVED**, that Jakob Gorbe is hereby appointed as a Special Law Enforcement Officer Class II for the Riverside Police Department effective January 1, 2021.

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 the 4<sup>th</sup> day of January 2021.

  
Susan M. Dydek  
Municipal Clerk

**RESOLUTION 2021 - #28**  
**APPOINTING FUND COMMISSIONER TO THE**  
**BURLINGTON COUNTY JOINT INSURANCE FUND.**

WHEREAS, Riverside Township is a member of the **Burlington County Municipal Joint Insurance Fund**, hereinafter referred to as the **FUND**; and

WHEREAS, the Bylaws of the FUND require that each Municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

**WHEREAS, the Township of Riverside recommends the appointment of Michael Mansdoerfer to serve as Fund Commissioner in accordance with the FUND Bylaws;**

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside that it does hereby appoint Michael Mansdoerfer as Fund Commissioner to Burlington County Municipal Joint Insurance Fund.

Signed this 4<sup>th</sup> day of January

2021 .BY: Jason Frey, Mayor TITLE:

Elected or Appointed Official

**RESOLUTION 2021 - #29**

**APPOINTING AN ALTERNATE FUND COMMISSIONER TO THE  
BURLINGTON COUNTY JOINT MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Riverside is a member of the **Burlington County Municipal Joint Insurance Fund**, hereinafter referred to as the **FUND**; and

WHEREAS, the Bylaws of the **FUND** require that in the manner generally prescribed by law, each Member shall be permitted to appoint an Alternate Fund Commissioner to the Fund. The Alternate Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and shall represent the Member in the absence of the Fund Commissioner; and

WHEREAS N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS N.J.A.C. 11:15-2.6 states that an Alternate Fund Commissioner who is an employee of the appointing Member shall hold office at the pleasure of the Member and can be removed by the Member at any time without cause; and

WHEREAS, the Township of Riverside recommends the appointment of Meghan Jack to serve as Alternate Fund Commissioner in accordance with the **FUND** Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside that it does hereby appoint Meghan Jack as Alternate Fund Commissioner to the Burlington County Municipal Joint Insurance Fund.

Signed this 4<sup>th</sup> day of January, 2021

Jason Frey .BY: Mayor TITLE:

  
\_\_\_\_\_  
Elected or Appointed Official

**RESOLUTION 2021 - #30****A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AWARDED THE  
CONTRACT FOR ANIMAL CONTROL SERVICES.**

**WHEREAS**, there exists a need for Animal Control, 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

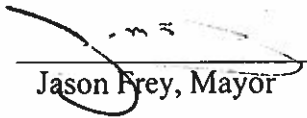
**WHEREAS**, the Township of Riverside publicly advertised on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2021 with the submission deadline of December 18, 2020 to submit such Request for Qualifications / Request for Proposals; and

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

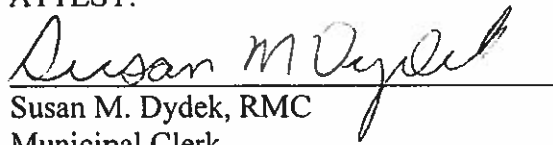
**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with New Jersey Animal Control Services for a one-year term commencing on January 1, 2021 and ending on December 31, 2021. The total amount to be dispersed by the Township of Riverside shall be \$900.00 a month, Emergency Services outside of Normal Business Hours and Weekends - \$55.00 per animal, ACO Services - \$55.00 per hour, Emergency Services during Holidays - \$75.00 per animal. 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.

  
Jason Frey, Mayor

ATTEST:

  
Susan M. Dydek, RMC  
Municipal Clerk



**Appointment of Alternate Conflict Public Defenders will be at the discretion of the Municipal Court.**

**Appointment of Alternate Municipal Prosecutors will be at the discretion of the Municipal Court.**

**PUBLIC PORTION:**

Mayor Frey opened the meeting up to the Public.

- 1) Mr. Ken Shine and Mr. Hugh Dougherty – Thanked the Township Committee for the appointment and wished everyone a Happy New Year.
- 2) Assemblywoman Carol Murphy – Congratulated everyone on their appointments.
- 3) Albert Marmero Esq. – Congratulated Messrs. Kimble and Higgins on winning the election and congratulated Messrs. Frey and Kimble on their appointments as Mayor and Deputy Mayor respectively.
- 4) Gregg Perr Esq. – Thanked the Township Committee for his appointment.
- 5) Mr. Gary Haman – Thanked the Township Committee for his appointments and wished everyone a Happy New Year.
- 6) Mr. Joseph Pedditto – Congratulated Messrs. Higgins and Kimble on winning the election.
- 7) Mr. Richard Horton – Congratulated Messrs. Higgins and Kimble and the entire Township Committee.

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

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

  
Susan M. Dydek, RMC  
Municipal Clerk

