

Monday Evening
Riverside, NJ
December 16, 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 – present, Mrs. Hatcher – present.

Also present: Municipal Clerk Susan M. Dydek, Police Chief William Eliason, Attorney Albert Marmero and Administrator Meghan Jack.

PROCLAMATIONS:

- 1) Honoring K-9 Police Officer Nikko upon his retirement. **Motion made by Messrs. Frey and Higgins adopting the Proclamation, “Honoring K-9 Officer Nikko upon his retirement” carried.**

Motion made by Mr. Frey to recess the meeting at 7:08pm seconded by Mr. Higgins carried.

Motion made by Mr. Frey to reopen the meeting at 7:09pm seconded by Mr. Higgins carried.

APPROVAL OF MINUTES:

Motion made by Mr. Higgins and Mr. Frey that the following minutes be approved: The Work Session Meeting of November 18, 2019, the Regular Meeting of November 18, 2019, and the Closed Session Minutes of November 18, 2019. Upon roll call the vote was as

follows: Ayes – Messrs. Higgins, Kimble and Frey and Mrs. Weaver. Nays – None. Abstain – Mrs. Hatcher. Motion carried.

OPEN PORTION AGENDA ITEMS:

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

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

ORDINANCES

The following Ordinance was introduced at the Regular Meeting of November 18, 2019 and advertised in the Burlington County Times on November 29, 2019. **ORDINANCE 2019 - #12 entitled, “AMENDING CHAPTER 243 OF THE TOWNSHIP CODE ENTITLED, “VEHICLES AND TRAFFIC.”**

Mayor Hatcher opened the Public Portion.

Hearing nothing from the public, **motion made by Mr. Kimble and Mr. Higgins that Public Portion be closed. Upon roll call, the vote was as follows: Ayes – Messrs. Kimble, Higgins, Frey and Mmes. Weaver and Hatcher. Nays – None. Abstain – None. Motion carried.**

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

Ayes – Messrs. Frey, Higgins, Kimble, Mmes. Weaver and Hatcher.

Nays – None.

Abstain – None.

Motion carried.

Mrs. Weaver made a motion to adopt Ordinance 2019 - #13 entitled, “AN ORDINANCE FIXING THE COMPENSATION OF CERTAIN OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF RIVERSIDE, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY FOR THE CALENDAR YEAR 2020” seconded by Mr. Frey. Upon roll call the vote was as follows: Ayes – Messrs. Higgins, Frey, Kimble and Mmes. Weaver and Hatcher. Nays – None. Abstain – None. Motion carried.

CONSENT AGENDA

Mr. Higgins requested an explanation on Resolution 2019 - #150 and questioned if this was a new program. Administrator Jack explained that this is the CASA Camp and stated that this is run by the Governor’s Council on Alcoholism and Drug Abuse through Burlington County. Administrator Jack further explained that the emphasis is changing from alcohol abuse to

prescription drug abuse. This will allow the Township to gear programs towards that endeavor and to use the grant money to fund this. This Program is run through both the Riverside Township School District and the Delanco Township School District. Mayor Hatcher questioned if Delanco Township runs their own program? Administrator Jack answered in the negative and stated that this is a combined program.

Mayor Hatcher questioned if Resolution 2019 - #160 includes the storm drain that is located at Lee and Carroll Streets? Administrator Jack stated that she will check on this and inform the Committee of her findings.

Mr. Frey stated that Resolutions 2019 - #151 and 2019 - #152 allows for the Township to receive money back if the Township complies with certain standards regarding technology and explained that the insurance bill will be less. Administrator Jack agrees with Mr. Frey's statement and added that in the event of an incident, the deductible would be less.

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 - #150 | Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020 – June 2025. |
| 2019 - #151 | A Resolution of the Township of Riverside Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier One Requirements. |
| 2019 - #152 | A Resolution of the Township of Riverside Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Two Requirements. |
| 2019 - #153 | A Resolution of the Township Committee of the Township of Riverside Authorizing the Cancellation of Taxes on Foreclosed Properties. |
| 2019 - #154 | A Resolution of the Township of Riverside Authorizing the Cancellation of Capital Balances. |
| 2019 - #155 | A Resolution Authorizing the Sale of Police K9 Nikko to his Handler Police Officer Anthony Congemi. |
| 2019- #156 | A Resolution of the Township of Riverside Authorizing to Enter into the Retrospective Program Agreement with the Burlington County Municipal Joint Insurance Fund. |
| 2019 - #157 | A Resolution setting the 2020 Fee Schedule. |

- 2019 - #158 A Resolution of the Township of Riverside Authorizing the Chief Financial Officer the "Authority" to Pay All Bills and Make Any Necessary Transfers Through the End of The Year.
- 2019 - #159 Handicapped Parking Sign Removal.
- 2019 - #160 A Resolution of the Township of Riverside Authorizing and Establishing the Professional Services Budget for Various Projects.
- 2019 - #161 A Resolution setting the 2020 Violation Schedule.

ACTION

Chief Eliason explained that the Burlington County Board of Chosen Freeholders entered into a contract with Tyler Technologies, (a private company) in order to upgrade the Records Management System. When they entered into the contract, certain parameters were supposed to be met regarding Police Records. Chief Eliason said that every upgrade that they have tried has been a total disaster. Chief Eliason worked on a letter with Township Attorney Albert Marmero that will be sent to the Burlington County Board of Chosen Freeholders.

- 1) Authorization to send a letter to the Burlington County Board of Chosen Freeholders regarding the Records Management System Contract **approved on motion made by Messrs. Frey and Higgins carried.**

Mrs. Hatcher questioned Action Item #2. Administrator Jack explained that this would mainly be for the brining of the main roads and the cut through roads.

- 2) **Mr. Higgins made a motion** authorizing to enter into Shared Service Agreement with Delran Township for Public Works equipment and personnel **seconded by Mrs. Weaver carried.**

SHADE TREE COMMITTEE REQUEST

None.

CORRESPONDENCE:

- 1) Jeffrey E. Snow, Esquire – Municipal Public Defender Position in 2020.
- 2) Burlington County Joint Insurance Fund – Quarterly EPL/POL Loss Ration Snapshot.
- 3) Burlington County Joint Insurance Fund – Quarterly MEL Loss Ration Snapshot.
- 4) Burlington County Joint Insurance Fund – Quarterly JIF Loss Ratio Snapshot.
- 5) State of New Jersey Department of Transportation – Award of the NJDOT Fiscal Year 2020 Municipal Aid Program in the amount of \$245,000.00.
State of New Jersey Department of Transportation – Denial of the NJDOT Fiscal Year 2020 Municipal Aid Program for the N. Chester Avenue Drainage & Roadway Improvements Project

Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2020-June 2025

RESOLUTION 2019 - #150
FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Riverside, County of Burlington, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

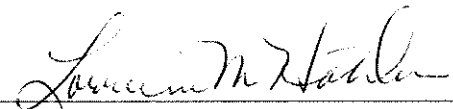
WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Burlington;

NOW, THEREFORE, BE IT RESOLVED by the Township of Riverside, County of Burlington, State of New Jersey hereby recognizes the following:

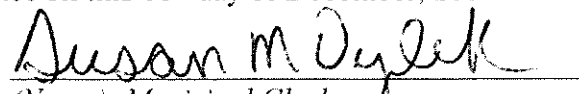
1. The Township Committee does hereby authorize submission of a strategic plan for the Riverside/Delanco Municipal Alliance grant for fiscal year 2020 in the amount of:

DEDR	\$13,241.00
Cash Match	\$3,310.25
In-Kind	\$9,930.75
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: 
(Name), Mayor

CERTIFICATION

I, Susan Dydek, Municipal Clerk of the Township of Riverside, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on this 16th day of December, 2019 .


(Name), Municipal Clerk

Township of Riverside

Resolution 2019-#152

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS

Whereas, the Township of Riverside is a member of the BURLCO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the BURLCO JIF, the Township of Riverside enjoys cyber liability insurance coverage to protect the Township of Riverside from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1 & Tier 2 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Riverside; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Riverside to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Township of Riverside's cyber insurance policy, administered through BURLCO JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved, that the Township of Riverside does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

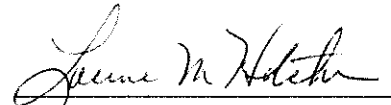
- **Server Security**
- **Limiting Access Privileges**
- **Acceptable Use of Internet and Email**
- **Protection of Data**
- **Passwords Policy**
- **Appropriate level of Technology Support**
- **Leadership has Expertise to Support Technology Decision Making**

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval

This Resolution was duly adopted by the Township of Riverside at a public meeting held on

December 16, 2019.


Municipal Clerk


Mayor

Township of Riverside

Resolution 2019-#151

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK
MANAGEMENT PLAN'S TIER ONE REQUIREMENTS**

Whereas, the Township of Riverside is a member of the BURLCO JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the BURLCO JIF, the Township of Riverside enjoys cyber liability insurance coverage to protect the Township of Riverside from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1 & Tier 2 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Riverside; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Riverside to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Township of Riverside's cyber insurance policy, administered through the BURLCO JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved, that the Township of Riverside does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

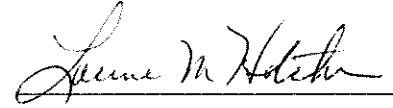
- **System and data back-up**
- **Security and system patching**
- **Defensive software**
- **Security Awareness Training**
- **Incident Response Plan**

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Riverside at a public meeting held on

December 16, 2019.


Municipal Clerk


Mayor

TOWNSHIP OF RIVERSIDE

RESOLUTION NO. 2019 - #154

CANCELLING CAPITAL APPROPRIATION BALANCE FOR VARIOUS PROJECTS

WHEREAS, a General Capital Improvement appropriation balance remains dedicated for a project now completed; and

WHEREAS, the General Capital Improvement appropriation balance was funded through temporary financing by secure Bond Anticipation Notes or unfunded; and

WHEREAS, it is necessary to formally cancel said unexpended debt balances and remove those said balances from the overall Bond Anticipation Note and the General Capital Improvement appropriation balance; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Riverside, that the following unexpended balances of the General Capital Fund appropriations be cancelled.

Cancel Unexpended Appropriation Balances

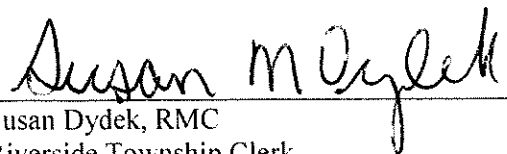
<u>Ordinance #</u>	<u>Description</u>	<u>Amount</u>
07/15/02	Resurfacing Various Streets & Roads, Drainage	\$ 472.00
2003-8	Resurfacing Various Streets & Roads, Drainage	\$ 49.00
2004-5	Acquisition of Property	\$171,000.00
2006-17	Acquisition of Property	\$941,382.00
2008-10	Filmore, Taylor, & Kossuth Reconstruction	\$ 97.72
2009-01	Acquisition of Police Vehicle	\$ 69.00
2011-02	Various Capital Improvements	\$ 39.38
2016-17	Refunding Issue	\$240,000.00
Total		\$1,353,109.10

Adopted: December 16, 2019

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
Weaver			X			
Higgins		2 nd	X			
Frey	1 st		X			
Kimble			X			
Hatcher			X			

CERTIFICATION

I, Susan Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing resolution was duly adopted by the Riverside Township Committee at its Regular Business Meeting held on the 16th day of December, 2019.


 Susan Dydek, RMC
 Riverside Township Clerk

TOWNSHIP OF RIVERSIDE**December 16, 2019****RESOLUTION 2019 - #155****AUTHORIZING THE SALE OF POLICE K9 NIKKO TO HIS HANDLER
POLICE OFFICER ANTHONY CONGEMI**

WHEREAS, the Township of Riverside has decided to retire a police canine dog in its police department; and

WHEREAS, the Township owns a police dog named Nikko, and

WHEREAS, pursuant to N.J.S.A. 40A:11-36, the Township may authorize by Resolution the sale of its personal property not needed for public use; and

WHEREAS, the officer with whom the dog was trained to work, Police Officer Anthony Congemi of the Riverside Township Police Department, has bonded with and wishes to purchase the dog; and

WHEREAS, the dog does not have commercial value if sold by itself; and

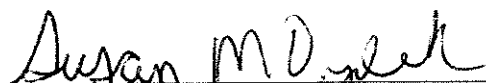
WHEREAS, the Township Committee wishes to sell the dog to Police Officer Anthony Congemi.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside that it hereby authorizes the private sale of Nikko the police dog to Police Officer Anthony Congemi subject to Officer Congemi agreeing to certain conditions.

BE IT FURTHER RESOLVED that the dog will be sold to Police Officer Anthony Congemi for private purposes as a domestic pet and not for public or private police or investigative purposes and Officer Congemi will be fully responsible for the care, maintenance, and any liability arising from the dog and will agree to indemnify the Township of all future claims resulting from or caused by the dog.

BE IT FURTHER RESOLVED that the Township Clerk and the Township Administrator be and are hereby authorized to execute and Agreement of Sale containing these conditions and the Bill of Sale to effectuate the sale.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside, at a meeting held on the 16th day of December 2019.


Susan M. Dydek, RMC, Township Clerk

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

CONTRACT FOR 2020 RETROSPECTIVE PROGRAM

THIS AGREEMENT is made this 16 day of December, 2019 by and between the BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND, hereinafter referred to as the "FUND", and Riverside Township, a municipality of the State of New Jersey, hereinafter referred to as "MEMBER MUNICIPALITY".

I. AGREEMENT TO ENTER THE RETROSPECTIVE PROGRAM

The FUND has offered to the MEMBER MUNICIPALITY a policy endorsement to enter into a Retrospective Program for the 2020 Fund Year and the MEMBER MUNICIPALITY has agreed to accept the policy endorsement for the Retrospective Program for 2020 with the understanding that a Retrospective Assessment may be due and owing to the Fund through June 30, 2025. (Six Months after the date the 2020 Fund Year is transferred to the Residual Claims Fund (RCF)). The MEMBER MUNICIPALITY understands and agrees that the Retrospective Program provides that the MEMBER MUNICIPALITY'S future assessments that are payable to the FUND will be determined based upon the MEMBER MUNICIPALITY'S future loss ratio performance. The MEMBER MUNICIPALITY also understands that the FUND has exclusive determination as to whether the MEMBER MUNICIPALITY will be offered the Retrospective program for future Fund Years. It is understood and agreed by the MEMBER MUNICIPALITY that they have had a negative impact on the Fund's surplus during the last six (6) years and are considered to be under assessed based on the Actuarial Rating by more than 15%, and this Program affords the MEMBER MUNICIPALITY the opportunity, through improved performance, to control their future assessments in accordance with the formulas set forth in this Contract and the Policy Endorsement.

II. CALCULATION OF RETROSPECTIVE ASSESSMENT

A.) In accordance with the FUND'S By-Laws, Plan of Risk Management, Cash Management Plan and Policies and Procedures, the MEMBER MUNICIPALITY shall pay to the FUND a total assessment for 2020 of \$257,008 (minimum assessment) of which amount, the sum of \$136,915 is allocated to loss funding to pay all claims within the FUND'S self insured retention for 2020.

B.) As of a valuation date of March 31, 2021 and every three (3) months thereafter, the FUND shall calculate the Retrospective Assessment. The Retrospective Assessment shall be the Minimum Assessment plus the amount that the "Limited Incurred Losses Retained by the FUND" for the MEMBER MUNICIPALITY exceeds \$136,915 (minimum loss funding).

C.) "Limited Incurred Losses Retained by the Fund" shall be defined as the FUND'S financial responsibility for all claims incurred by the MEMBER MUNICIPALITY after all credits have been given for any excess insurance or subrogation receivable. The final computation of the Retrospective Assessment shall occur when the FUND transfers the 2020 Fund Year to the Municipal Excess Liability Residual Claims Fund on December 31, 2024.

D.) "Limited Incurred Losses Retained by the Fund" shall include: 1) losses paid and reserved; 2) allocated loss adjustment expenses; and 3) an actuarial computation for losses incurred but not yet reported (IBNR). This total shall be limited to the FUND'S retention.

E.) The maximum Retrospective Assessment to be paid by the MEMBER MUNICIPALITY for 2020 Fund Year shall be \$267,245.

F.) The difference between the minimum assessment and the maximum assessment of \$10,237, represents the additional loss funding to pay the claims incurred during the 2020 Fund Year by the MEMBER MUNICIPALITY.

III. PAYMENT OF RETROSPECTIVE ASSESSMENT

The FUND shall determine the amount of the MEMBER MUNICIPALITY'S Retrospective Assessment as set forth in Paragraph II (B) above. If it is determined that the MEMBER MUNICIPALITY owes the FUND a Retrospective Assessment, the amount shall be payable to the FUND within six (6) months of the FUND'S presentation of an invoice to the MEMBER MUNICIPALITY. If the FUND owes the MEMBER MUNICIPALITY a return assessment under this Contract, this amount shall be payable to the MEMBER MUNICIPALITY within six months after the conclusion of the Contract term.

IV. TERM OF CONTRACT

This Contract is for the 2020 Fund Year only, and the term of the Contract shall continue for a period of six (6) months after the date the Fund transfers the 2020 Fund Year to the Residual Claims Fund. Therefore, the term of this Contract shall be for a period of five five (5) years and six (6) months, commencing on January 1, 2020 and ending on June 30, 2025.

V. FUTURE DIVIDENDS AND ASSESSMENTS

The MEMBER MUNICIPALITY shall be entitled to continue to receive FUND dividends and be required to pay Fund Additional Assessments during the term of this Contract. However, it is understood and agreed that should the MEMBER MUNICIPALITY fail to pay any Retrospective Assessment when the Retrospective Assessment is due to the FUND, the FUND may credit toward the past due Retrospective Assessment any and all dividends that are due and payable to the MEMBER MUNICIPALITY.

VI. CONSIDERATION

The promises made and the obligations assumed by each Party to this agreement are made and assumed in consideration of the promises made and the obligations assumed by the other Party to this agreement.

VII. NEW JERSEY LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

VIII. PARTIAL INVALIDITY

If any term, condition, or provision of this Agreement or the application thereof to any person or circumstances shall, at any time, or to any extent, be deemed invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which this Agreement is invalid or unenforceable, shall not be affected thereby, and each remaining term, condition, and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

IX. BINDING ON SUCCESSORS IN INTEREST

Except as otherwise provided in this Agreement, all agreements, terms, provisions, and conditions of this Agreement shall be binding on and inure to the benefit of the parties hereto, and/or their respective personal representatives, agents, employees, etc.

X. NO WAIVER

No inadvertent or incidental waiver of any term, provision, or condition contained in this Agreement, or any breach of any such term, provision, or condition shall constitute a waiver thereof by either party, or justify or authorize the non-observance on any other occasion of the same or any other term, provision or condition hereof by either party.

XI. CAPTIONS

The captions of the paragraphs of this instrument are solely for convenience and shall not be deemed part of this Agreement for the purpose of construing the meaning thereof or for any other purpose.

XII. ENTIRE AGREEMENT

This agreement contains the entire agreement of the parties hereto and may not be amended, modified, released or discharged in whole or in part, except by an instrument in writing signed by the parties hereto.

XIV. NOTICES

Notices under this agreement shall be sent to:

MEMBER MUNICIPALITY

Riverside Township
P.O. Box 188
237 S. Pavillion Avenue
Riverside, NJ 08075

FUND

Paul A. Forlenza, MGA
 Executive Director
 Burlington County Municipal Joint Insurance Fund
 6000 Sagemore Drive, Suite 6203
 P.O. Box 530
 Marlton, NJ 08053

XV. SIGNATURES

By these signatures, the parties agree to all the terms, conditions and provisions of this Contract.

This Contract is dated this 16 day of December, 2019

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

BY: _____
 FUND CHAIRPERSON

BY: _____
 FUND SECRETARY

BY: Laura M. Nutter
 MAYOR

MEMBER MUNICIPALITY

BY: Susan M. Dyck
 CITY CLERK

RESOLUTION 2019 - #157
A RESOLUTION SETTING THE 2020 FEE SCHEDULE.

WHEREAS, Chapter 150 currently provides for provisions allowing for the levying of annual fees; and

WHEREAS, the Township Committee wishes to amend this provision to allow for an increase in certain annual fees;

NOW, WHEREFORE, BE IT HEREBY ORDAINED by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that Chapter 150 is hereby as follows:

150-68. Public Works.

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

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

150-106. Alcoholic Beverages.

A. The annual fee for each plenary retail consumption license hereafter issued in the township shall be \$2,500.00

B. The annual fee for each plenary retail distribution license hereafter issued in the township shall be \$2,500.00

C. The annual fee for each plenary retail club license hereafter issued in the township shall be \$188.00

150-108. Amusement Devices.

A. The fee for such machines and devices for vending purposes shall be \$25.00 for the fiscal year; which said license fee, as hereinbefore provided, is imposed for costs of administration purposes.

B. All applications for mechanical, electrical and musical amusement devices under Article II and III must be accompanied by the payment to said Township of Riverside of an annual license fee of \$100.00 for each such pinball game or other mechanical & electrical device of any kind or nature, which said fee is imposed for costs of administration purposes.

C. Change of machines or devices require a new posting: \$15 charge per machine.

D. Any agency funded by taxpayer dollars shall be exempt from amusement device fees.

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

150-111. Animals.

A. The person applying for the license and registration tag shall pay a fee of \$15 for each dog to be licensed hereunder and the sum of \$1 for the registration tag of each dog. For each annual

renewal, the fee for the license and the registration tag shall be the same as for the original license and tag. There shall be a \$4 discount given for all dogs that are spayed or neutered.

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

C. Any person applying for a dog or cat license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$20, which is in addition to all other fees set forth herein.

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

150-114. Barbershops.

See Section 150-127 Business Licenses.

150-127. Business Licenses.

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

B. Any person applying for a license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$20, which is in addition to all other fees set forth herein.

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

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

150-131. Construction Code, Uniform.

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

(a) General:

1. The minimum permit fee shall be \$55.00 per trade. This fee shall be paid before a permit is issued.

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

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

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

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

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

(b) Departmental plan review fee:

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

i. For buildings or structures in Use Groups A, F or S, the plan review fee shall be \$.015 per cubic foot;

ii. For health care facilities in Use Groups B or I, the plan review fee shall be \$.030 per cubic foot; and

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

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

i. For health care facilities in Use Groups B or I, the fee shall be \$ 25.00 per \$ 1,000 or part thereof for estimated cost not exceeding \$ 50,000, \$ 15.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 50,000 and not exceeding \$ 100,000, and \$ 15.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 100,000; and

ii. For all other buildings or structures, the fee shall be \$ 20.00 per \$ 1,000 or part thereof for estimated cost not exceeding \$ 50,000, \$ 12.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 50,000 and not exceeding \$ 100,000, and \$ 15.00 per \$ 1,000 or part thereof for estimated cost in excess of the first \$ 100,000.

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

4. There shall be an additional fee of \$ 60.00 per hour for review of any amendment or change to a plan that has already been released.

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

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

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

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

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

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

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

(1) Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with 5:23-2.28. The new construction fee shall be in the amount of \$ 0.050 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in chapters 3 and 6, respectively, of the building subcode; except that the fee shall be \$ 0.040 per cubic foot of volume for use groups A-1, A-2, A-3, A-4, A-5, F-1, F-2, S-1 and S-2, and the fee shall be \$ 0.0030 per cubic foot for structures on farms, including commercial farm buildings under 5:23-3.2(d), with the maximum fee for such structures on farms not to exceed \$ 1,450.

(2) Fees for renovations, alterations and repairs or site construction associated with pre-engineered systems of commercial farm buildings, premanufactured construction, and the external utility connection for premanufactured construction shall be based upon the estimated cost of work. The fee shall be in the amount of \$ 40.00 per \$ 1,000 for the first \$ 50,000, prorated. From \$ 50,001 to and including \$ 100,000, the fee on the amount exceeding \$ 50,000 shall be in the amount of \$ 35.00 per \$ 1,000 of estimated cost, prorated. Above \$ 100,000, the fee on the amount exceeding \$ 100,000 shall be in the amount of \$ 30.00 per \$ 1,000 of estimated cost, prorated. For the purpose of determining estimated cost, the applicant shall

submit to the Department such cost data as may be available produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The Department shall make the final decision regarding estimated cost.

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

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

(5) The fee for tents, in excess of 900 square feet or more than 30 feet in any dimension, shall be \$ 125.00.

(6) The fee for roofing and siding work completed on structures of Group R-3 or R-5 shall be \$ 95.00.

(7) The fee for an above-ground swimming pool shall be \$ 145.00 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$ 85.00. The fee for an in-ground swimming pool shall be \$ 205.00 for a pool with a surface area greater than 550 square feet; the fee in all other cases shall be \$ 135.00.

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

(A) The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be \$ 205.00;

(B) The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be \$ 130.00;

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

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

(1) The fee shall be in the amount of \$ 25.00 per fixture, piece of equipment or appliance connected to the plumbing system, and for each appliance connected to the gas piping or oil piping system, except as indicated in (c) 2ii (2) below.

(2) The fee shall be \$ 95.00 per special device for the following: grease traps, oil separators, refrigeration units, utility service connections, backflow preventers equipped with test ports (double check valve assembly, reduced pressure zone and pressure vacuum breaker backflow preventers), steam boilers, hot water boilers (excluding those for domestic water heating), active solar systems, sewer pumps and interceptors. There shall be no inspection fee charged for gas service entrances.

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

(1) For the first block consisting of one to 50 receptacles, fixtures or devices, the fee shall be \$ 65.00; for each additional block consisting of up to 25 receptacles, fixtures or devices, the fee shall be \$ 20.00. For the purpose of computing this fee, receptacles, fixtures or devices shall

include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light-standards eight feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kw).

(2) For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kva to 10 kw or 10 kva; for each replacement of wiring involving one branch circuit or part thereof; for each storable pool or hydro massage bath tub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kw; for each fire, security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light-standard greater than eight feet in height including luminaries; and for each communications closet, the fee shall be \$ 25.00.

(3) For each motor or electrical device rated from greater than 10 hp or 10 kw to 50 hp or 50 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be \$ 75.00.

(4) For each motor or electrical device rated from greater than 50 hp or 50 kw to 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva to 112.5 kw or 112.5 kva, the fee shall be \$ 135.00.

(5) For each motor or electrical device rated greater than 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kw or 112.5 kva, the fee shall be \$ 695.00.

(6) The fee charged for electrical work for each permanently installed private swimming pool as defined in the building subcode, spa, hot tub or fountain shall be a flat fee of \$ 95.00 which shall include any required bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panelboards and underwater lighting fixtures. For public swimming pools, the fee shall be charged on the basis of number of electrical fixtures and rating of electrical devices involved in accordance with (c)2iii(1) through (5) above.

(7) The fee charged for the installation of single and multiple station smoke or heat detectors and fire, burglar or security alarm systems in any one or two-family dwelling shall be a flat fee of \$ 45.00 per dwelling unit. For fire, burglar and security alarm systems and detectors in buildings other than one or two-family dwellings, the fee shall be charged in accordance with (c)2iii(1) and (2) above.

(8) For installations consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual loadside panel boards shall be charged in accordance with (c)2iii(3), (4) or (5)

above. There shall be no additional fee charged for the concurrent installation of individual feeder conductors.

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

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

- (A) 225 amperes or less, the fee shall be \$ 75.00;
- (B) 226 to 1,000 amperes, the fee shall be \$ 150.00; and
- (C) Greater than 1,000 amperes, the fee shall be \$ 695.00.

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

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

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

- (A) One to 50 kilowatts, the fee shall be \$ 75.00;
- (B) Fifty-one to 100 kilowatts, the fee shall be \$ 150.00; and
- (C) Greater than 100 kilowatts shall be \$ 695.00.

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

(1) The fee for 20 or fewer heads shall be \$ 100.00; for 21 to and including 100 heads, the fee shall be \$ 185.00; for 101 to and including 200 heads, the fee shall be \$ 335.00; for 201 to and including 400 heads, the fee shall be \$ 890.00; for 401 to and including 1,000 heads, the fee shall be \$ 1,165.00; for over 1,000 heads, the fee shall be \$ 1,445.00.

(2) The fee for one to 12 detectors shall be \$ 75.00; for each 25 detectors in addition to this, the fee shall be in the amount of \$ 25.00.

(3) The fee for each standpipe shall be \$ 405.00.

(4) The fee for each independent pre-engineered system shall be \$ 165.00.

(5) The fee for each gas or oil fired appliance that is not connected to the plumbing system shall be \$ 75.00.

(6) The fee for each kitchen exhaust system shall be \$ 75.00.

(7) The fee for each incinerator shall be \$ 580.00.

(8) The fee for each crematorium shall be \$ 580.00.

(9) For single and multiple station smoke or heat detectors and fire alarm systems in any one or two-family dwellings, there shall be a flat fee of \$ 45.00 per dwelling unit. For detectors and fire alarm systems in buildings other than one or two-family dwellings, the fee shall be charged in accordance with (c)2iv(2) above.

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

i. The fee for a demolition or removal permit shall be \$ 150.00 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one- or two-family dwellings (Group R-3 or R-5 of the building subcode), structures on farms, including commercial farm buildings under 5:23-3.2(d), and \$ 200.00 for all other Groups.

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

(1) Fees for pylon signs shall be \$ 20.00 per square foot for the first 100 square feet, \$ 5.00 per square foot for the next 400 square feet and \$5.00 per square foot thereafter;

(2) Fees for ground signs or wall signs shall be \$ 5.00 per square foot for the first 100 square feet, \$ 4.50 per square foot for the next 400 square feet and \$ 4.00 per square foot thereafter;

(3) The minimum fee shall be \$ 85.00.

iii. The fee for a certificate of occupancy shall be \$ 50.00.

iv. The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$ 185.00.

v. The fee for a certificate of continued occupancy issued under 5:23-2.23(c) shall be \$ 185.00.

vi. The fee for the first issuance and the renewal of a temporary certificate of occupancy shall be \$ 70.00.

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

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

vii. The fee for plan review of a building for compliance under the alternate systems and nondepletable energy source provisions of the energy subcode shall be \$ 355.00 for one- and

two-family dwellings (Group R-3 or R-5 of the building subcode), and for light commercial structures having the indoor temperature controlled from a single point, and \$ 1,750 for all other structures.

viii. The fee for an application for a variation in accordance with 5:23-2.10 shall be \$ 905.00 for class I structures and \$ 305.00 for class II and class III structures. The fee for resubmission of an application for a variation shall be \$ 430.00 for class I structures and \$ 140.00 for class II and class III structures.

ix. The fee for a permit for lead hazard abatement work shall be \$ 305.00. The fee for a lead abatement clearance certificate shall be \$ 95.00.

4. For cross connections and backflow preventers that are subject to testing, requiring reinspection annually, the fee shall be \$ 75.00 for each device when they are tested.

5. Annual permit requirements are as follows:

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

ii. Fees for annual permits shall be as follows:

(1) One to 25 workers (including foremen) \$ 1045.00/worker; each additional worker over 25, \$ 400.00/worker.

(2) Prior to the issuance of the annual permit, a training registration fee of \$ 235.00 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey." The Department shall register these individuals and notify them of the courses being offered.

6. The fee for plan review for elevator devices in structures of Group R-3, R-4, or R-5, and for elevator devices wholly within dwelling units in structures of Group R-2 shall be \$ 70.00 for each device.

7. The fee for plan review for elevator devices in structures of Groups other than R-3, R-4, or R-5 and devices in structures of Group R-2 exempted by (c)6 above shall be \$ 335.00 for each device.

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

9. The fee for a mechanical inspection in a structure of Group R-3 or R-5 by a mechanical inspector shall be \$ 60.00 for the first device and \$ 20.00 for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.

10. The fee for the annual electrical inspection of swimming pools, spas or hot tubs shall be \$ 95.00.

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

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

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

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

Special permits:

- (a) The permit fee for the construction of a sign shall be \$1.40 per square foot of the surface area of the sign. In the case of double-faced signs only one side of the sign shall be used for the purpose of fee computation. Minimum fee shall be \$55.
- (b) The permit fee to construct a fence that is not required by the Uniform Construction Code shall be \$25 per thousand dollars, or fraction thereof, and be determined by the estimated cost of the work per thousand dollars or fraction thereof. This fee will be collected in lieu of a construction permit fee.
- (c) The fee for a Zoning Application and/or for a Zoning Use Permit Application shall be \$30.00 and is to be paid at the time of application.

Permit fees to construct miscellaneous structures:

- 1) Use group U (temporary) fee \$95.00.
- 2) Open structural towers fee \$205.00.
- 3) Tower or dish antenna greater than 24" in diameter fee \$80.00.
- 4) Install or construct sheds 100 square feet and less than 200 square feet in use group R-3 and R-5 fee \$85.00.
- 5) All other use groups fee \$180.00.

150-201. Peddling and Soliciting.

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

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

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

150-144. Fees for Public Documents and Records.

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

The fees for the reproduction of public records shall be in accordance with the Open Public Records Act. The fees for the following are as noted:

1) Duplicate Certificate of Redemption	\$25.00 after request in writing
2) Duplicate Certificate of Tax Sale	\$100.00 after notarized affidavit attached stating original has been lost. Resolution of Governing Body required.
3) Notary	\$2.50 per page for notary services.

150-197. Parks and Recreation Areas.

The Township of Riverside hereby reserves the right to establish users fees for the use of all Township recreational and other municipally owned facilities for an amount of no less than \$1 and no more than \$200 per use.

150-202. Peddling and Soliciting.

A. Every applicant for a license shall be charged by the Township Clerk for such license \$125 per year.

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

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

150-144. Fees for Public Documents and Records.

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

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

150-151. Fire Prevention

Fee Schedule:

The inspection fee schedule is as follows:

	Inspection Required		Fee
	Businesses		
		Business establishments having a gross floor area of less than 300 square feet.	\$32
		Business establishments having a gross floor area of more than 300 square feet but less than 500 square feet.	\$52
		Business establishments having a gross floor area of more than 500 square feet but less than 3,500 square feet.	\$65
		Business establishments having a gross floor area of more than 3,500 square feet but less than 12,000 square feet.	\$95
		Business/Factories establishments having a gross floor area of more than 12,000 square feet but less than 24,000 square feet.	\$148
		Business/Factories establishments having a gross floor area of more than 24,000 square feet but less than 48,000 square feet.	\$277
		Business/Factories establishments having a gross floor area of more than 48,000 square feet.	\$535
		Multiple business occupancy shall include all buildings and structures or parts thereof which are used for the purposes that meet the requirements of Use Group B and which comprise a multiplicity of rooms, suites or areas to accommodate multiple business occupancies, not to exceed thirty in number, which are rented from a common owner. The owner, who shall control access to all areas, shall provide basic services as are needed for the tenants to conduct their business, at their option. These services may include, but are not limited to, clerical, phone answering and message taking, photocopying and reproduction, mail services, security and secretarial and stenographers.	\$340

	Mercantile		
		Mercantile establishments having a gross floor area of less than 500 square feet.	\$52
		Business establishments having a gross floor area of more than 500 square feet, but less than 3,500 square feet.	\$65
		Business establishments having a gross floor area of more than 3,500 square feet, but less than 12,000 square feet.	\$72
	Storage		
		Buildings used for storage with a gross floor area of less than 2,500 square feet.	\$148
		Buildings used for storage with a gross floor area of more than 2,500 square feet but less than 12,000 square feet.	\$217
		Buildings used for storage with a gross floor area of more than 12,000 square feet but less than 24,000 square feet.	\$406
		Buildings used for storage with a gross floor area of more than 24,000 square feet but less than 48,000 square feet.	\$535
		Buildings used for storage with a gross floor area of more than 48,000 square feet.	\$665
	Residential		
		Multiple-family dwelling having three or more dwelling units, but fewer than 12 per building.	\$59
		Multiple-family dwelling having twelve or more dwelling units, but fewer than 24 per building.	\$97
		Multiple-family dwelling having 24 or more dwelling units per building.	\$174
	Vacant		

	All structures or portions thereof vacant or unoccupied for a period of 90 days and not under active renovation, modification or construction shall be classified as vacant.	\$20
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Permit and Other Fees.

The permit fees to be charged by the Fire Official shall be established by the Uniform Fire Code, except as follows:

Building type.

	Type	Fee
	1	\$54
	2	\$214
	3	\$427
	4	\$641
	5	\$1,780

Aboveground storage use of any flammable or combustible liquid, gas or heating oil, 300 gallons or more: \$30.

Any process or storage use of propane gas, including all type occupancies and the use of forklifts: \$30.

Publicly owned buildings: no fee.

Nonprofit organizations shall be exempt from permit fees except for an administrative fee of \$15.

Fire investigation reports that may be requested from the Bureau shall be provided for a fee of \$25 per report. Photographs and diagrams will be provided for a fee of \$10 per page. One report to a resident/property owner will be provided at no cost.

The fee for the issuance of a Certificate of Fire Code Status shall be \$25.

150-205. Poolrooms.

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

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

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

D. Any person applying for a license, either for renewal of previous license or for the first time, and failing to comply with the time requirements set forth herein will be charged an administration fee to compensate for the additional administrative procedures in the amount of \$20, which is in addition to all other fees set forth herein.

150-207. Precious Metals and Gems

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

150-212. Rental Property

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

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

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

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

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

150-216. Sales, Going Out of Business

The Township Clerk shall receive from the applicant for such license upon the granting thereof a license fee which shall be \$100.

150-225. Solid Waste.

Reserved.

150-228. Streets and Sidewalks.

The applicant shall pay, by separate money order, certified check or, if the applicant is a public utility as herein defined, by a corporate check a nonrefundable application fee as stipulated in the fee schedule. Applicants other than a public utility shall pay, by separate money order or certified check, a refundable escrow deposit fee for inspection and professional services as set forth in said schedule. The unused portion of the escrow deposit shall be returned, plus any earned interest. Should the escrow deposit fee account at any time become insufficient to cover the actual or anticipated inspection and professional expense, said fund shall be subject to increase on demand.

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

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

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

(1) Road opening.

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

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

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

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

B. Application fee, nonrefundable (public utilities).

(1) Road opening.

(a) First five linear feet, said linear feet to be defined as the largest dimension: \$200.

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

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

(a) First 50 linear feet: \$100.

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

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

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

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

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

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

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

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

(a) Professional engineering services: per contract.

(b) Attorney: per contract.

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

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

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

150-236. Taxicabs.

Each application shall be accompanied by a license fee of \$500 for a single taxicab to be licensed, together with a license fee of \$100 for each additional cab. There shall be submitted with each application a schedule of the rates, fees or charges proposed to be made for the use within the Township of Riverside of such taxicabs sought to be licensed.

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

150-243. Vehicles and Traffic.

Reserved.

150-246. Vital Statistics.

A. The fee for certified copies of birth certificates, including births resulting from still births when issued shall be \$30.00 for the first certificate and \$10.00 for each additional certificate issued as the result of the same birth per each request.

B. The fee for certified copies of death certificates shall be \$30.00 for the first certificate and \$10.00 for each additional certificate issued as the result of the same death per each request.

C. The fee for all burial permits issued shall be \$5.00.

D. The fee for certified copies of marriage certificates issued shall be \$30.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same marriage per request.

E. The fee for certified copies of domestic partnership certificates issued shall be \$30.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same domestic partnership per request.

F. The fee for certified copies of civil union certificates issued shall be \$30.00 for the first certificate and \$10.00 for each additional certificate issued as a result of the same domestic partnership per request.

G. The fee for a correction on any certified copy of a vital record shall be \$10.00.

150-255. Planning Board.

A. Filing Fees:

Concept Site/Subdivision Plan/Technical Review	\$100.00
Minor Site Plan	\$250.00
Major Site Plan (Preliminary)	\$350.00
Major Site Plan (Final)	\$550.00
Minor Subdivision Plan	\$250.00
Major Subdivision Plan (Preliminary)	\$350.00
Major Subdivision Plan (Final)	\$550.00
Conditional Use Application	\$250.00
Variance Application (Bulk)	\$150.00
Variance Application (Use & Other)	\$250.00
Appeals	\$150.00
Interpretations	\$150.00
Certificate of Subdivision Approval	\$150.00
Zoning Use Permit Application	\$30.00
Inspection of Site Improvements	5% of performance guarantee or \$500.00, whichever is greater

Tax Map Updates:

1 to 4 Lots	\$350.00 per Lot
5 to 10 Lots	\$250.00 per Lot
11 or more Lots	\$225.00 per Lot

B. Escrow Fees

Concept Site/Subdivision Plan/Technical Review	\$550.00
Minor Site Plan	\$2000.00; \$150.00/ac
Major Site Plan (Preliminary)	\$250.00/d.u.; \$3500 minimum
Major Site Plan (Final)	\$150.00/d.u.; \$2000.00 minimum
Minor Subdivision Plan	\$2000.00
Major Subdivision Plan (Preliminary)	\$2500.00; \$300.00 per lot
Major Subdivision Plan (Final)	\$2500.00; \$150.00 per lot
Conditional Use Application	\$2000.00
Variance Application (Bulk) R-Residential; C-Commercial	\$1500.00 first; \$150.00 each additional (R) \$2000.00 first; \$150.00 each additional (C)
Variance Application (Use & Other) R-Residential; C-Commercial	\$1500.00 (R) \$2000.00 (C)
Appeals	\$1500.00
Interpretations	\$1500.00

150-262. Body Art Establishments.

The fee for annual licensure of body art establishments is hereby fixed at \$250 per annum.

RESOLUTION 2019 - #158**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING CHIEF FINANCIAL OFFICER THE "AUTHORITY" TO PAY ALL BILLS AND MAKE ANY NECESSARY TRANSFERS THROUGH THE END OF THE YEAR.**

WHEREAS, the Township Committee of the Township of Riverside is holding their final regular public meeting of the year on December 16, 2019 and

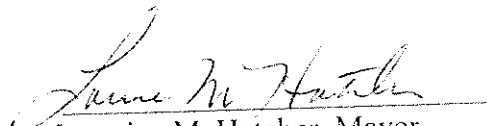
WHEREAS, notwithstanding prior transfers and to assure that all 2019 budget appropriations have adequate funds to support Township activities through year-end, the Township Committee hereby authorizes that the Chief Financial Officer be delegated the authority to make additional transfers of funds, if required: and

WHEREAS, the Township Committee authorizes that the Chief Financial Officer has the authority to pay all necessary bills through year end; and

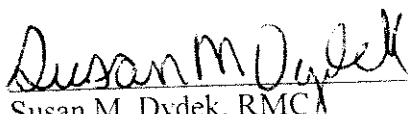
WHEREAS, the Township Committee authorizes the Chief Financial Officer to cancel unexpected funds in the emergency appropriation for Emergency Medical Services which are not expended by year end.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, that the Chief Financial Officer is hereby delegated the authority to make transfers of funds in the 2019 budget, cancel unexpended funds in the emergency appropriations for Emergency Medical Services which are not expended by year end and to pay all necessary bills and expenditures to assure uninterrupted Township operations with ratification by the Township Committee at the next Township Meeting.

BE IT FURTHER RESOLVED, that all of the applicable Township Officers, whom are authorized to sign the checks to pay the aforementioned bills and expenditures, are hereby authorized to sign such checks.


Lorraine M. Hatcher, Mayor

ATTEST:


Susan M. Dydek, RMC
Municipal Clerk

RESOLUTION 2019 - #159
REMOVAL OF HANDICAPPED PARKING

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

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

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

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

<u>Street</u>	<u>Street Number</u>	<u>Name of Requestor</u>
Filmore Street	514	Police Department

RESOLUTION 2019 - #160
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING AND
ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR VARIOUS
PROJECTS.

WHEREAS, the Township of Riverside has authorized funding for the 2019 Inlet Repairs; and

WHEREAS, the project will require professional engineering services; and

WHEREAS, the Township of Riverside has appointed Pennoni Engineering as the Engineer for the year 2019; and

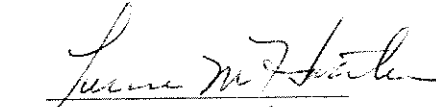
WHEREAS, the scope of work has been received from Pennoni Engineering as referenced in the attached Proposals for Professional Services, with a budget not to exceed the following:

Task 1 – Survey, Design and Bidding - \$35,000.00

Task 2 – Construction Phase Services - \$50,000.00

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

Adopted the 16th day of December 2020 at the Regular Meeting of the Township of Riverside.


Lorraine M. Hatcher
Mayor


Susan M. Dydek, RMC
Municipal Clerk

RESOLUTION 2019 - #161
A RESOLUTION SETTING THE 2020 VIOLATION SCHEDULE.

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

WHEREAS, the Township Committee wishes to amend this provision to allow for an increase in certain violation fees;

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

2-1.General Provisions.

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

2-2.False Alarms.

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

- A. Four (4) to Five (5) false alarms in a one-year period: a fine of \$50.00 per alarm.
- B. Six (6) to Ten (10) false alarms in a one-year period: the fine of \$100.00 per alarm.
- C. Eleven (11) to Twenty (20) false alarms in a one-year period: the fine of \$200.00 per alarm.
- D. More than Twenty (20) false alarms in a one-year period: fine of \$400.00 per alarm.

2-3.Alcoholic Beverages.

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

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

2-4.Curfew.

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

2-5.Solid Waste.

Any person, firm or corporation who or which shall violate any of the provisions of this chapter shall, upon conviction, be subject to one or more of the following: a fine not exceeding \$2,000.00; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days. Each day this Article is violated shall constitute a separate offense.

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

1. Residential Recycling Violation: A fine of not less than twenty-five dollars (\$25.00) and not more than two thousand dollars (\$2,000.00).

2. Commercial or Institutional Violation: A fine of not less than five hundred dollars (\$500.00) and not more than two thousand dollars (\$2,000.00).

3. Each continuing day of violation of this Ordinance shall constitute a separate offense.

2-6.Body Art Establishments.

Any person who shall violate any provision of this chapter or who shall refuse to comply with a lawful order or directive of the Township of Riverside or the Health Department of Burlington County shall be liable for penalties as provided by N.J.S.A. 26:1A-10, the general penalty provision established for violations of this Code, and all other applicable law and/or injunctive action as provided by law. In addition, any person, firm or corporation who or which shall violate any of the provisions of this chapter shall, upon conviction, be subject to one or more of the following: a fine not exceeding \$2000.00; a term of imprisonment not exceeding 90 days; or a period of community service not exceeding 90 days. Each day this Article is violated shall constitute a separate offense.

2-7. Rental Property; Vacant Property.

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

Notwithstanding any penalty of the within section, any person violating the within section within six (6) months of the date that any registration fee becomes due shall have the option of paying the fine at the Riverside Municipal Clerk's Office, without the necessity of a Court appearance, subject to a violation schedule. To be permitted to pay the fine through the Clerk's Office of

Riverside Township, the Registration fee on that applicable unit must be paid for the applicable year. The violation schedule shall be set forth as follows:

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

Any registration fee for any unit as defined in this section that is not paid by June 30th of the calendar year for which the registration fee is due shall not be subject to the above schedule of violations, and shall be issued a special complaint and the matter shall be scheduled for a hearing in the Riverside Township Municipal Court subject to a fine not to exceed \$500.00 (five hundred dollars) per violation. In the alternative, however, a property owner may plead guilty by affidavit and pay all registration and maximum penalties due to the Office of the Township Clerk. Said affidavit will remain on file in the Office of the Township Clerk. In the event that fees remain unpaid as of November 30th of the calendar year for the registration fee and/or any penalties are due, a lien shall be placed upon the property for the registration fee of \$100.00 per unit and the fine of \$500.00 per unit.

RESOLUTION 2019 - #162
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE PROVIDING FOR A
MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE
PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-

12

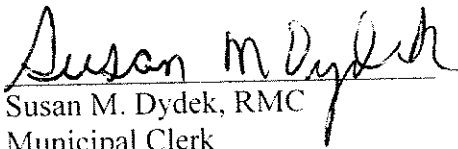
WHEREAS, the Township Committee of the Township of Riverside is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Riverside to discuss in a session not open to the public certain matters relating to Personnel, the Acquisition of Real Property, Litigation and Matters involving Attorney Client Privilege.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, assembled in public session on December 16, 2019 that an Executive Session closed to the public shall be held during the Regular Meeting of the Township Committee on December 16, 2019 in the Township Municipal Building, 1 West Scott Street Riverside, New Jersey for the discussion of matters relating to the specific items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

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 a Regular Meeting held on December 16, 2019.


Susan M. Dydek, RMC
Municipal Clerk

REPORTS:**DEPARTMENT OF PUBLIC SAFETY:**

Chief Eliason reported the Police Activity for November 2019: Incidents – 680, Investigations – 70, Adult Arrests Total – 53, Motor Vehicle Summons – 380, Motor Vehicle Accidents – 16, Juvenile Charges – 0, Curfew Violations – 1, Protective Custody – 0, Stationhouse Adjustments – 1, Summons for False Alarms – 0, False Alarm Calls – 9, 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. The report is on file in the Municipal Clerk's Office.

Mayor Hatcher reported that the Delran EMS Yearly report was received and distributed. The Palmyra – Cinnaminson – Riverton Emergency Medical Services Report was received for the month of November with the following reported: Total number of EMS Responses – 43, Total number of Patient Transports – 28, Total number of Patient Refusals – 8, Busiest days of the month – November 11th and the 14th, Dispatch time to route – 2 minutes and 15 seconds. The report is on file in the Municipal Clerk's Office.

DEPARTMENT OF PUBLIC WORKS:

Mr. Higgins reported that the following services: Leaf pickup begun and the rotation of the collection will be posted on the Township website and street patching will be performed as needed.

DEPARTMENT OF REVENUE AND FINANCE AND ECONOMIC DEVELOPMENT:

Mr. Frey reported on the Tax Collector's Monthly Report of Receipts for December. Current Collections as of November 30, 2019 - \$1,323,878.02. Year to Date Collections as of November 30, 2019 - \$16,269,850.99.

Mr. Frey reported the winners of the 2019 House Decorating Contest: Reeder Track/Swamp Poodle Section: 501 Polk Street, East End Section: 505 Laycock Street, Middle Section: 53 Webster Street, Avenues Section: 223 Cleveland Avenue and Best in Town: 115 Washington Street. Mr. Frey thanked the Girl Scouts and Boy Scouts for judging the houses.

DEPARTMENT OF RECREATION:

Mr. Kimble reported that he will be finalizing a post looking for volunteers to assist with the 2020 5k run which is scheduled to be held on May 2, 2019.

DEPARTMENT OF PUBLIC EVENTS:

Mrs. Weaver reported that the Christmas in Riverside Event was a success. Many school clubs participated and the Scouts also participated. There were ten (10) vendors, one (1) food truck

and other concession stands. Mrs. Weaver said that she would like to see more businesses participate in the future.

Mr. Frey stated that some members of the Riverside Fire Company volunteered to form a Christmas Committee.

Mr. Frey said that this year's event was great.

SOLICITOR'S REPORT:

Solicitor Grace reported that he will be discussing concerns in Closed Session.

ENGINEER'S REPORT:

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

ADMINISTRATOR'S REPORT:

Administrator Jack reported on the 2019 Grant Activity: The Green Acres Program was awarded to the Township in the amount of \$625,000.00 and a loan of \$125,000.00 for improvements to Whomsley Field, the NJ DCA Small Cities Grant applications were submitted on September 12, 2019 and a grant award for the Phase XIII of the NJ DOT Grant Program was awarded in the amount of \$245,000.00.

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

BILLS AND EXPENDITURES:

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

PUBLIC PORTION:

Mayor Hatcher opened the Public Portion.

- 1) Alice Smith – Riverside Historical Society – Ms. Smith showed the Committee a new book that they will be selling of the History of Riverside.
- 2) Carl Palermo – 400 N. Pavilion Avenue – Mr. Palermo stated that someone stole street signs. Mr. Palermo said that public no smoking in Public Places should include public sidewalks and complained about the cigarette butts that are littering the pavements. Mr. Palermo recommended that Van Buren Street should be open for parking. The Committee stated that they will have Code Enforcement look into the cigarette littering.
- 3) David Dunkerson – 6 Holstone Lane Willingboro NJ – Mr. Dunkerson said that he thinks that installing a full court basketball court is a good idea. Mr. Dunkerson questioned if

there was a way that a dog park could be installed in Spring Garden Park? Administrator Jack stated that there is a proposal for a dog park at Whomsley Field.

- 4) Brian Rhode – 222 S. Fairview Street – Mr. Rhode stated that a black pick – up truck stopped 3 ft in front of him at a crosswalk. Another time he was crossing Fairview Street and he was almost struck and almost struck on Scott Street. Mr. Kimble suggested that Mr. Rhode purchase a reflective vest so that the drivers may see him.

Hearing nothing further from the public, motion made by Mr. Kimble and Mr. Higgins to close Public Portion carried.

RESOLUTION

Mr. Frey made a motion to adopt Resolution 2019-#162 entitled, “A RESOLUTION OF THE TOWNSHIP PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12” seconded by Mr. Higgins. Upon roll call, the vote was as followed: Ayes – Messrs. Frey, Kimble, Higgins and Mmes. Weaver and Hatcher. Nays – None. Motion carried.

Motion to reopen the meeting made by Mr. Kimble and Mr. Higgins carried.

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


 Susan M. Dydek, RMC
 Municipal Clerk

