

Monday Evening
Riverside, NJ
November 25, 2013
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 8, 2013.
2. Written notice was delivered to the Burlington County Times on January 8, 2013 and the Courier Post on January 8, 2013.
3. Filed written notice with the Clerk of the Township of Riverside on January 8, 2013.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Township Municipal Building with the following members present: Messrs. Prisco and Van Meter, Mrs. Hatcher, Messrs. Mr. Le Coney and Conard along with Municipal Clerk Susan M. Dydek, Administrator Meghan Jack, Solicitor Saponaro and Engineer Hugh Dougherty.

Motion made by Mrs. Hatcher and Mr. Prisco that the minutes of the Work Session Meeting of October 21, 2013, the Regular Meeting of October 21, 2013 be approved as written carried.

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

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

ORDINANCES:

The following Ordinance was introduced at the Regular Meeting of October 21, 2013 and notice of the pending Ordinance along with summary was published in the Burlington County Times on October 28, 2013. **Ordinance 2013 - #3 entitled, "BOND ORDINANCE AUTHORIZING VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF CAPITAL EQUIPMENT IN AND FOR THE TOWNSHIP OF RIVERSIDE, COUNTY OF BURLINGTON, NEW JERSEY; APPROPRIATING THE SUM OF \$598,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF RIVERSIDE, COUNTY OF BURLINGTON, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$228,000; MAKING CERTAIN**

DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING."

Mayor Conard opened the Public Portion.

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

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

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

Nays – None.

Motion carried.

The following Ordinance was introduced at the Regular Meeting of October 21, 2013 and notice of the pending Ordinance along with summary was published in the Burlington County Times on October 31, 2013. Ordinance 2013 - #5 entitled, "AMENDING CHAPTER 243, OF THE TOWNSHIP CODES ENTITLED "VEHICLES AND TRAFFIC."

Mayor Conard opened the Public Portion.

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

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

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

Nays – None.

Motion carried.

Motion made by Mr. Van Meter, seconded by Mrs. Hatcher that Ordinance 2013 - #6 entitled, "AMENDING CHAPTER 199, OF THE CODES OF THE TOWNSHIP OF RIVERSIDE ESTABLISHING DECENCY STANDARDS." be tabled. Upon roll call, the vote was as follows: Ayes – Mr. Van Meter, Mrs. Hatcher, Messrs. Le Coney, Prisco, and Conard. Nays – None. Motion tabled.

Motion made by Mr. Van Meter, seconded by Mr. Le Coney that Ordinance 2013 - #7 entitled, "AN ORDINANCE FIXING THE COMPENSATION OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF RIVERSIDE, IN THE COUNTY OF BURLINGTON, AND THE STATE OF NEW JERSEY, FOR THE YEAR 2014." be approved at the first reading. Upon roll call, the vote was as follows: Ayes – Messrs. Van Meter, Le Coney, Prisco, Mrs. Hatcher and Mr. Conard. Nays – None. Motion carried.

CONSENT AGENDA:

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

The following Resolutions were contained in the consent agenda:

2013- #98 – A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE APPOINTMENT OF THREE CLASS II SPECIAL POLICE OFFICERS.

2013 -#99 – TAX COLLECTOR'S OVERPAYMENT RESOLUTION.

2013- #101 – RESOLUTION AUTHORIZING ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF PUBLIC LAWS OF 1997.

2013 -#102 – RESOLUTION AUTHORIZING ASSIGNMENT.

2013- #103 – A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE FUNDING OF MACCS CONTRACT WITH AVR RESOURCE GROUP, INC.

2013- #104 – GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT EXTENSION JANUARY 1, 2014 TO JUNE 30, 2014 RESOLUTION.

2013 -#105 – GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT.

2013- #106 – A RESOLUTION OF THE RIVERSIDE ADOPTING A CORRECTIVE ACTION PLAN FOR THE 2012 AUDIT.

2013 -#107 – RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING COMPENSATION FOR 2013.

2013 -#108 – RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a.

RESOLUTION 2013 -#98
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE
APPOINTMENT OF THREE CLASS II SPECIAL POLICE OFFICERS

WHEREAS, the Police Department of the Township of Riverside has an immediate need to hire Special Officers; and

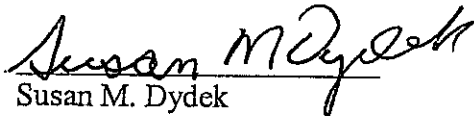
WHEREAS, the Township Committee of the Township of Riverside has followed all necessary procedures in the hiring of a Special Officer; and

WHEREAS, the Township Committee authorized the offer of employment at their Township Meeting of October 21, 2013; and

WHEREAS, the Township Committee is now prepared to move forward with the appointment of said Special Police Officers.

NOW, THEREFORE, BE IT RESOLVED, that Nicholas Wallace and Travis Perinho are hereby appointed as Special Police Officers with the Riverside Police Department as Academy Candidates and Mario Ortiz is hereby appointed as a Special Police Officer from the active RICE list.

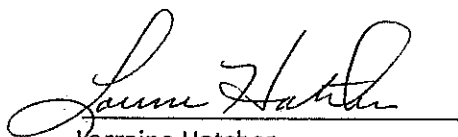
I hereby certify that the foregoing is a true copy of a Resolution adopted by the Mayor and Committee of the Township of Riverside at a meeting held on the 25th day of November, 2013.


Susan M. Dydek
Municipal Clerk

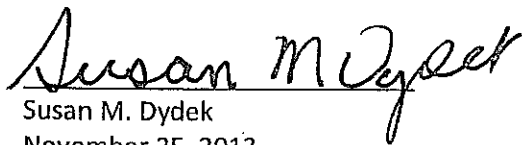
RESOLUTION 2013 - #99
TAX COLLECTOR'S OVERPAYMENT RESOLUTION

BE IT RESOLVED, that the following tax overpayments be refunded and cleared from the record and checks be drawn to the following taxpayer:

<u>BLOCK</u>	<u>LOT</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>YEAR</u>	<u>REASON</u>
3002	19	\$1,507.28	Corelogic Real Estate Tax Serv. Conard, George & Sharon 536 Taylor Street	2013	Dupl. Payment



Lorraine Hatcher
November 25, 2013



Susan M. Dydek
November 25, 2013

*****THIS RESOLUTION WAS DENIED*****

RESOLUTION 2013 - #100
TAX COLLECTOR'S OVERPAYMENT RESOLUTION

BE IT RESOLVED, that the following tax overpayments be refunded and cleared from the record and checks be drawn to the following taxpayer:

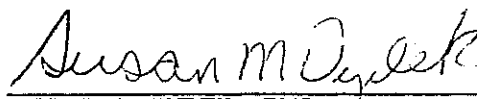
<u>BLOCK</u>	<u>LOT</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>YEAR</u>
3204	1	\$23,898.06	Fullton Bank Teicher Org. 126 Zurbrugg Way	2013

REASON: Fullton Bank is requesting a refund because they do not escrow taxes for this account.

Mayor, George Conard
November 25, 2013

Susan M. Dydek
November 25, 2013

THIS RESOLUTION WAS DENIED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RIVERSIDE
AT THEIR REGULAR MEETING HELD ON NOVEMBER 25th, 2013.



SUSAN M. DYDEK, RMC
MUNICIPAL CLERK

RESOLUTION 2013 - #101
RESOLUTION AUTHORIZING ISSUANCE OF A DUPLICATE TAX SALE
CERTIFICATE PURSUANT TO CHAPTER 99 OF PUBLIC LAWS OF 1997

WHEREAS, The Tax Collector has received a request from Life Center Academy to replace the original Tax Sale Certificate No. 200404 that was purchased on June 24, 2004, for block 705 lot 24 assessed to Steven Jozwiak, 300 N. Pavilion Avenue; and

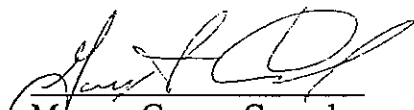
WHEREAS, an affidavit attesting to the loss or destruction of the certificate and guaranteeing to hold the Township of Riverside harmless for any claims that might arise out of the issuance of the duplicate tax sale certificate has been filed with the Riverside Municipal Clerk; and

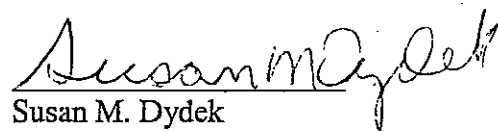
WHEREAS, The Tax Collector of the Township of Riverside has recommended that the duplicate tax sale certificate be issued, pursuant to N.J.S.A. 54:5-52.1 for a fee in the amount of \$100.00.

NOW, THEREFORE, BE IT RESOLVED, by The Township Committee of the Township of Riverside, County of Burlington, State of New Jersey that the Riverside Tax Collector be and is hereby authorized to issue a duplicate certificate to be marked "Duplicate Certificate" to replace the original in accordance with the provisions of N.J.S.A. 54:5-52.1

BE IT FURTHER RESOLVED, that copies of this Resolution shall be provided to the Tax Collector of the Township of Riverside and to Life Center Academy.

This is certification that the foregoing resolution was approved at a meeting of the Riverside Township Committee on November 25, 2013.


Mayor - George Conard
November 25, 2013


Susan M. Dydek
November 25, 2013

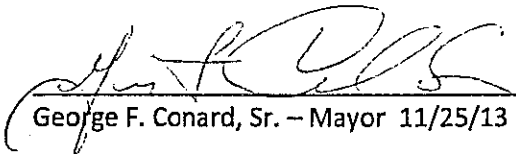
RESOLUTION 2013 - #102
RESOLUTION AUTHORIZING ASSIGNMENT

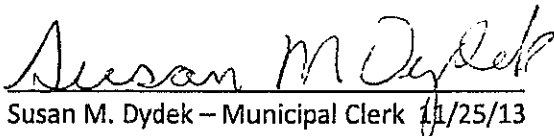
WHEREAS, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificate for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

WHEREAS, Actlien Holdings Inc. has presented an offer to purchase, by assignment, Certificate of Sale #2012008 which was issued to the Municipality of Riverside at a tax sale held April 5, 2012, on Block 403 Lot 8, known as 643 St. Mihiel Drive, Riverside, NJ and assessed to Crusader Service Corp in the amount of \$32,918.58, being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

NOW, THEREFORE, BE IT RESOLVED, that the Municipality of Riverside hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above-referenced Certificate of Sale.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Tax Collector.


George F. Conard, Sr. – Mayor 11/25/13


Susan M. Dydek – Municipal Clerk 11/25/13

RESOLUTION 2013-#103
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING
THE FUNDING OF THE MACCS CONTRACT WITH AVR RESOURCE
GROUP, INC.

Whereas, the Governing Body of the Township of Riverside, County of Burlington, State of New Jersey agreed to participate in a Joint Purchasing System for the provision and performance of goods and services, more specifically, for the collection of disposal of solid waste from apartments and condominiums within the municipality; and

Whereas, the Township of Riverside entered into a Joint Purchasing Agreement establishing the program known as "Municipal Apartment and Condominium Collection Services" ("MACCS") which agreement designates Maple Shade Township as "lead agency" for the program; and

Whereas, a contract has been awarded to AVR Resource Group, Inc. to continue as the Contract Administrator for MACCS for a one year term and each member municipality must commit to provide its portion of the contract cost; and


Whereas, the Township's allocation of the one-year contract costs has been determined to be an amount not to exceed Two Thousand Three Hundred Sixty-One Dollars and Sixty Cents (\$2,361.60); and

Whereas, there are sufficient funds to provide for this purpose for the period of April 1st through December 31, 2013 in the 2013 budget in an amount not to exceed \$ 1,779.84 as indicated in the attached Certification of Funds; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Riverside, County of Burlington, State of New Jersey, as follows:

1. The share of contract amount allocated to Riverside Township for the contract with AVR Resource Group, Inc. is hereby accepted.
2. The Chief Financial Officer is hereby authorized to issue the purchase order funding the 2013 portion of the AVR contract.

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside in the County of Burlington, State of New Jersey, at a Regular Meeting thereof, held on November 25, 2013.


Susan M. Dydek, RMC
Municipal Clerk

RESOLUTION 2013-#104
Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Extension January 1, 2014 to June 30, 2014
Resolution

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, Township was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and

WHEREAS, funding has been made available to Riverside/Delanco Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee does hereby authorize the submission of the grant extension for the Riverside/Delanco Municipal Alliance grant in the amount of:

DEDR	\$9,350.00
Cash Match	\$2,375.00
In-Kind	\$7,012.50

The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____

(Name), Mayor

CLERK CERTIFICATION

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Riverside in the County of Burlington, State of New Jersey, at a Regular Meeting thereof held on November 25, 2013.

Susan M. Dudek Municipal Clerk

RESOLUTION 2013-#105
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

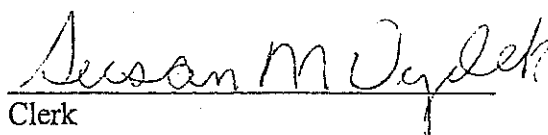
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Riverside, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON NOVEMBER 25, 2013.


 Clerk

RESOLUTION 2013-#106
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE ADOPTING A CORRECTIVE
ACTION PLAN FOR THE 2012 AUDIT

Whereas, the 2012 Audit contained findings and responses from the Township Auditor; and

Whereas, corrective actions are required to ensure that the conditions are corrected.

Now, Therefore, Be It Resolved, by the Township Committee of the Township of Riverside that the corrective action plan be adopted as follows:

FINDINGS AND RESPONSES

Tax Collector

Finding 2012-01:

Criteria:

The Tax Collector and Tax Title Lien Redemption bank account reconciliations should be completed timely and on a monthly basis.

Condition:

The Tax Collector and Tax Title Lien Redemption bank account reconciliations were not completed timely and on a monthly basis.

Cause:

The Tax Collector did not perform her duties.

Effect:

The Township is unable to accurately reflect the financial position of taxes on a monthly basis.

Recommendation:

The Tax Collector and Tax Title Lien Redemption bank account reconciliations should be completed timely and on a monthly basis.

Corrective Action Plan:

Bank account reconciliations will be completed timely and on a monthly basis. A new CFO was hired as of September 1, 2013.

Finding 2012-02:

Criteria:

An accurate analysis of delinquent taxes and municipal tax liens must be maintained on a monthly basis.

Condition:

There was not an accurate analysis of delinquent taxes and municipal tax liens that was maintained on a monthly basis.

Cause:

The Tax Collector did not perform her duties.

Effect:

The Township is unable to accurately reflect the financial position of Township taxes on a monthly basis.

Recommendation:

The Township should maintain accurate analyses of the delinquent taxes and municipal tax liens on a monthly basis.

Corrective Action Plan:

Analyses of all taxes will be maintained on a monthly basis.

Purchasing**Finding 2012-03:****Criteria:**

When the cost of a contract is expected to exceed 15% of the bid threshold the Township must obtain at least two competitive quotations in accordance with N.J.S.A. 40A:11-6.1.

Condition:

The Township purchased vehicle repair services for \$5,899 that exceeded the quote threshold per N.J.S.A. 40A:11-6.1 without obtaining competitive quotations.

Cause:

Oversight of Township personnel.

Effect:

The Township did not comply with N.J.S.A. 40A:11-6.1.

Recommendation:

Competitive quotations should be obtained prior to any contract awarded exceeding the quote threshold in accordance with N.J.S.A. 40A:11-6.1.

Corrective Action Plan:

Competitive quotations will be obtained. A new CFO was hired September 1, 2013.

Municipal Court

A separate report of the Municipal Court transactions was filed in accordance with the requirements of the Local Finance Board.

As part of the test of the Municipal Court records, no attempt was made to differentiate between fines due the Township, County, or State, or to pass upon the authenticity of the preparation and procedures for complaints issued.

***Finding 2012-04:**

Criteria:

All moneys received must be deposited within 48 hours as required by N.J.S.A. 40A:5-15.

Condition:

It was noted on numerous dates that Municipal Court receipts were not deposited within 48 hours as required.

Cause:

Lack of oversight of Township personnel.

Effect:

Delayed deposits could result in mismanagement of assets.

Recommendation:

Funds collected by the Municipal Court should be deposited within 48 hours of receipt as required by N.J.S.A.:5-15.

Corrective Action Plan:

Deposits will be made within 48 hours.

General Ledger

***Finding 2012-05:**

Criteria:

The general ledger must be properly recorded to reflect all transactions and reconciled to subsidiary ledgers.

Condition:

The general ledger did not accurately reflect all transactions and was not reconciled to subsidiary ledgers.

Cause:

The Treasurer/CFO did not perform her duties.

Effect:

Potential misstatement of the financial statements.

Recommendation:

The general ledger should be reviewed for completeness and reconciled to subsidiary ledgers.

Corrective Action Plan:

The general ledger will be complete and reconciled to all subsidiary ledgers. A new CFO was hired September 1, 2013.

Cash Reconciliations**Finding 2012-06:****Criteria:**

All bank accounts must be reconciled timely and on a monthly basis.

Condition:

All bank accounts of the municipal Treasurer were not reconciled timely and on a monthly basis.

Cause:

The Treasurer/CFO did not perform her duties.

Effect:

The Township is unable to accurately reflect the financial position of all funds on a monthly basis.

Recommendation:

All bank accounts of the municipal Treasurer should be reconciled timely and on a monthly basis.

Corrective Action Plan:

All bank accounts will be reconciled timely and on a monthly basis. A new Treasurer will be appointed effective January 1, 2014.

Payroll**Finding 2012-07:**

Criteria:

Payroll tax reports must be accurately prepared and timely filed with taxing authorities.

Condition:

The employer's quarterly tax returns (Form 941) were not in agreement with the Township's payroll records. The first quarter Form 941 was unavailable for review and second quarter Form 941 was filed late.

The Township was assessed \$209,725 in 2013 for late filing penalties associated with 2009 Forms W-2. The IRS further asserts the Township filed 2010 Forms W-2 late. The Township is appealing the IRS findings.

Cause:

Inadequate design of internal controls.

Effect:

The Township could be liable for IRS penalties.

Recommendation:

Payroll tax reports filed with taxing authorities should be prepared accurately and filed timely.

Corrective Action Plan:

Payroll has been outsourced to a third party who is filing all tax reports accurately and timely.

Finding 2012-08:**Criteria:**

All employees that are eligible to participate in the State pension plan must be registered and enrolled in the State pension system.

Condition:

Six employees that were eligible to participate in the pension system with money being withheld from their compensation were not registered and enrolled in the State pension system. One employee that was ineligible to be enrolled in the pension system had pension money withheld from compensation.

Cause:

Inadequate design of internal controls.

Effect:

The Township could owe the State pension system for each individual's pension in order to retroactively restore them into the pension system. The Township will need to refund the ineligible employee the money that was withheld from her compensation.

Recommendation:

Procedures should be established to assure that eligible employees are enrolled in the State pension plan as required.

Corrective Action Plan:

In accordance with State requirements, there is a Certifying Officer and a Certifying Officer's Supervisor so that there is oversight of Pension enrollments and filings.

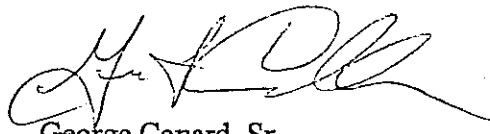
View of Responsible Officials

The responsible officials are in agreement with the above findings that will be addressed in a corrective action plan.

* Prior Year Finding

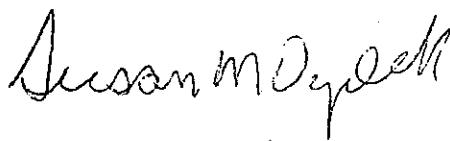
Respectfully Submitted,

Meghan Jack
Township Administrator
856-461-1460 extension 4



George Conard, Sr.
Mayor

Attest:



Susan Dydek
RMC

RESOLUTION 2013 - #107
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING
COMPENSATION FOR 2013.

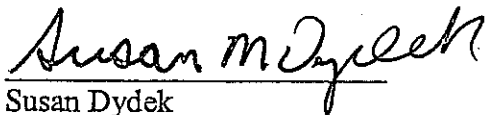
WHEREAS, the 2013 salary ordinance was enacted prior to the approval and passage of the 2013 municipal budget; and

WHEREAS, the 2013 salary ordinance provided for a 1% increase in annual compensation for Administrative employees and the 2013 municipal budget provided for a 2% increase in annual compensation for Administrative employees; and

WHEREAS, the Governing Body has approved this compensation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside that the applicable Administrative employees shall receive a one-time payment for the additional 1% compensation.

Adopted this 25th day of November, 2013 and certified as a true copy of an original.



Susan Dydek
Municipal Clerk

RESOLUTION 2013-#108

A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING
CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR
CONTRACTING UNITS
PURSUANT TO N.J.S.A. 40A:11-12a

Whereas, the Township of Riverside, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

Whereas, the Township of Riverside has the need on a timely basis to purchase goods or services utilizing State contracts; and

Whereas, the Township of Riverside intends to enter into contract with Vermeer North Atlantic through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

Now, Therefore, Be It Resolved, that the Township of Riverside authorizes the Purchasing Agent to purchase certain goods or services from Vermeer Atlantic North, pursuant to all conditions of the individual State contracts; and

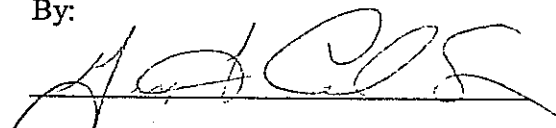
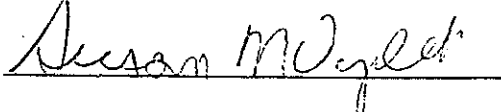
Be It Further Resolved, that the governing body of the Township of Riverside pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

Be It Further Resolved, that the duration of the contracts between the Township of Riverside and the Referenced State Contract Vendors shall be from January 1, 2013 through December 31, 2014.

Attest:

By:

Witness:

RESOLUTION 2013 - #109A 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 and Litigation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, assembled in public session on November 25, 2013 that an Executive Session closed to the public shall be held during the Regular Meeting of the Township Committee on November 25, 2013 in the Riverside Administrative Building, 237 S. Pavilion Avenue, 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 Special Meeting held on November 25, 2013.


Susan M. Dydek, RMC
Municipal Clerk

RESOLUTION:

Mr. Van Meter made a motion to deny Resolution 2013-#100 entitled, "TAX COLLECTOR'S OVERPAYMENT RESOLUTION." seconded by Mr. Le Coney. Upon roll call, the vote was as followed: Ayes -- Messrs. Van Meter, Le Coney, Prisco, Mrs. Hatcher, and Mr. Conard. Nays -- None. Motion denied.

ACTION:

- 1) Authorization to enter into a Memorandum of Understanding with SIMSHABS Capital Partners Ltd. for the development of Block 602 Lot 2B granted **on a motion by Mrs. Hatcher and Mr. Le Coney carried.**
- 2) **Mrs. Hatcher made a motion** authorizing to enter into an agreement with the Riverside/Delran Emergency Squad for the years 2014 through 2018 for continued services **seconded by Mr. Le Coney carried.**
- 3) Authorization to appoint Mr. Van Meter and Mr. Le Coney to open and review the 2014 RFPs/RFQs made **on a motion by Mr. Prisco and Mrs. Hatcher carried.**
- 4) **Mrs. Hatcher made a motion** authorizing to approve a Blue Light Permit for Mark J. Sparta for the Riverside Fire Company **seconded by Mr. Van Meter. Upon roll call, the vote was as follows: Ayes -- Mrs. Hatcher and Messrs. Van Meter and Conard. Nays -- None. Abstain -- Messrs. Prisco and Le Coney. Motion carried.**

SHADE TREE COMMITTEE REQUESTS:

None.

CORRESPONDENCE:

None.

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

Chief Tursi reported the Police Activity for October 2013: Incidents -- 578, Investigations -- 82, Adult Arrests Total -- 63, Motor Vehicle Summons -- 47, Motor Vehicle Accidents -- 12, Juvenile Charges -- 1, Curfew Violations -- 0, Protective Custody -- 0, Domestic Violence Cases -- 13, Summons for False Alarms -- 0, False Alarm Calls - 18. Chief Tursi reported the various trainings that the Officers attended, the various programs in which the officers and the Chief participated in, and various awards and commendations that the police officers received. Chief Tursi also reported on the School Officer's report. A copy of the report is on file in the Office of the Municipal Clerk.

The Delran Emergency Squad report is on file in the Office of the Municipal Clerk. The activity for October 2013 is: Medical Emergencies – 71, Motor Vehicle Accidents – 4, Fire Stand Bys – 4, Non Emergency Transports – 1, Football Standby – 2, Patients transported to the hospital – 57 and Patients refused treatment and transportation – 18.

DEPARTMENT OF PUBLIC WORKS:

Mrs. Hatcher stated that Mr. March will give the report. Mr. March reported that the Public Works Department has completed road maintenance throughout the Township. Branch Collection has ended although one more collection will be done in January. Fall leaf collection has begun and the Department is currently in the Middle Section of the Township. The activities for December 2013 were reported. The report is on file in the Municipal Clerk's Office.

DEPARTMENT OF REVENUE AND FINANCE:

Mr. Van Meter reported that should there be any open Property Taxes for 2013 in the New Year, they will be subject to the 2014 Tax Sale. Mr. Van Meter also reported that the Committee is currently working on the 2014 Budget.

DEPARTMENT OF RECREATION:

Mr. Prisco reported that he has met with the Riverside Youth Athletic League and that they have all the specifications for the improvements of the fields to review; they have not responded yet. Also the sliding board at the AA Field needs to be replaced, repaired or removed.

DEPARTMENT OF PUBLIC EVENTS AND ECONOMIC DEVELOPMENT:

Mr. Le Coney reported on the plans for Christmas in Riverside.

SOLICITOR'S REPORT:

Solicitor Saponaro reported on pending litigation, and tax appeals.

MUNICIPAL CLERK 'S REPORT:

Municipal Clerk Dydek reported that there have been 786 Dog Licenses issued and 74 Cat Licenses issued and the General Election was held on November 5, 2013. A copy of the report is on file in the Municipal Clerk's Office.

ENGINEER'S REPORT:

Engineer Hugh Dougherty reported on the following items for the submitted report: the Kossuth, Filmore, and Taylor Streets, Phase 7 project, the Town Hall and DPW Garage Roof Leaks project, the Monroe Street Drainage Improvements – FEMA project, the Kossuth, and

the Filmore and Taylor Street, Phase 8 projects. The 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 that Friday Morning sweeps have ceased for the year and that residents are now permitted to park on the designated roadways until the Township resumes sweeping in April 2014. The Planning Board Technical Review Board has a meeting scheduled for December 4, 2013 to discuss 115 S. Pavilion Avenue. The report is on file in the Municipal Clerk's Office.

RENTAL INSPECTOR'S REPORT:

The Rental Inspector's report was not distributed. Administrator Jack stated it will be distributed at the next meeting.

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

Motion made by Mr. Van Meter and Mr. Prisco to approve the bills and expenditures for payment carried.

PUBLIC PORTION

Mayor Conard opened the Public Portion.

- 1) **Joe Peditto, 607 Bem Street, Riverside NJ** – suggested that a bridge be built on Monroe Street to alleviate the flooding. The Township Committee thanked Mr. Peditto for his suggestion but stated that this could not be done because the Department of Environmental Protection and the Environmental Protection Agency regulations.
- 2) **Bill Mc Mullen, 318 Heulings Avenue, Riverside, NJ** – stated that construction has stopped on the lot adjacent to his property and it is very unsightly. Mr. Mc Mullen stated that the owner comes out to the site for a little while, works on it and leaves the property for weeks.
- 3) **Richard Horton, Heulings Avenue, Riverside, NJ** – said that the property adjacent to Mr. Mc Mullen's property is deplorable and that the property owner should be brought before the Township Committee to state his intentions for the property.
- 4) **John Jacoby, 326 Heulings Avenue, Riverside, NJ** – agreed with the statements made by Messrs. Mc Mullen and Horton.
- 5) **Christine Martinez, 230 Cleveland Avenue, Riverside, NJ** – commended the Peace and Good Order Ordinance and stated that there are attire problems in the Riverside School District. Ms. Martinez was referred to contact the Riverside School Board with problems regarding the School as the Township Committee has no jurisdiction.

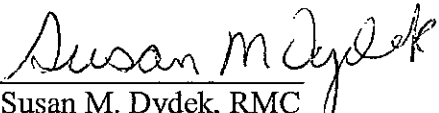
Hearing nothing further from the Public, motion made by Mr. Van Meter and Mrs. Hatcher carried: Public Portion be closed.

RESOLUTION:

Mr. Prisco made a motion to adopt Resolution 2013-#109 entitled, "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." seconded by Mr. Van Meter. Upon roll call, the vote was as followed: Ayes – Messrs. Prisco, Van Meter, Mrs. Hatcher, Messrs. Le Coney and Mr. Conard. Nays – None. Motion carried.

Motion made by Messrs. Van Meter and Prisco to reopen the meeting at 8:13p.m. carried.

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


Susan M. Dydek, RMC
Municipal Clerk