

Monday Evening  
Riverside, NJ  
April 18, 2022  
**Regular Meeting**  
7:00p.m.

Mayor Kimble led in the Flag Salute.

**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 11, 2022.
2. Written notice was delivered to the Burlington County Times and the Courier Post on January 11, 2022.
3. Filed written notice with the Clerk of the Township of Riverside on January 11, 2022.

The regular meeting of the Riverside Township Committee was held on the above date at the Riverside Municipal Building.

**ROLL CALL**

Mrs. Weaver – present, Mr. Giovanetti – present, Mr. Higgins - present, Mr. Kirk - present, Mr. Kimble – present.

Also present: Administrator Meghan Jack, Township Clerk Susan M. Dydek, Township Attorney Albert Marmero and Acting Police Chief Hans David Jaensch.

**APPROVAL OF MINUTES:**

**Motion made by Mr. Giovanetti and Mrs. Weaver that the following minutes be approved: the Work Session Meeting of March 21, 2022, the Regular Meeting of March 21, 2022, and the Closed Session Meeting of March 21, 2022. Upon roll call the vote was as follows: Ayes – Messrs. Mrs. Weaver, Messrs. Kimble, Kirk, Higgins, and Giovanetti. Nays – None. Abstain – None. Motion carried.**

**Motion made by Mr. Higgins and Mr. Kirk that the following minutes be approved: the Special Meeting of April 4, 2022 and the Work Session Meeting of April 4, 2022. Upon roll call the vote was as follows: Ayes – Messrs. Mrs. Weaver, Messrs. Kimble, Kirk, Higgins, and Giovanetti. Nays – None. Abstain – None. Motion carried.**



**OPEN PORTION (AGENDA ITEMS ONLY):**

Mayor Kimble opened the Open Portion (Agenda Items Only.)

In seeing no members of the public wishing to speak, **motion made by Mr. Higgins and Mrs. Weaver to close Open Portion – Agenda Items Only carried.**

**ORDINANCES:**

The following Ordinance was introduced at the Regular Meeting of March 21, 2022 and advertised in the Burlington County Times on March 25, 2022. **ORDINANCE 2022 - #6 entitled, “Amending Chapter 115 of the Township Code entitled, “Alcoholic Beverages.”**

**Mayor Kimble opened the Public Portion.**

**Hearing nothing from the Public, motion made by Mrs. Weaver and Mr. Giovanetti that the Public Portion be closed carried.**

**In seeing that members of the Public did wish to speak regarding the Ordinance, motion made by Messrs. Giovanetti and Higgins to reopen the Public Portion carried.**

- 1) Volkan Tamdogan – 1113 N. Fairview Street – Mr. Tamdogan stated that businesses have been through hard times with the Covid-19 Pandemic. Mr. Tamdogan does not understand why the hours of the liquor licenses are being closed at 1:00am.
- 2) Jose Correira – Serranos Restaurant – Mr. Correira stated that closing at 1:00am will really hurt the business. They will lose approximately \$2000.00 a day or \$6000.00 a week. Mr. Correira stated that the patrons will go to the bars in Philadelphia.
- 3) Caudirene Carvalho – Serranos Restaurant – Closing the bar at 1:00am will affect her pay.
- 4) Alfredo f. Silva – Associao De Fatima – Mr. Silva said that closing early will affect the club and private weddings.

Chief Jaensch addressed the public and explained the reasons that this Ordinance is being considered. Chief Jaensch said that since other liquor establishments in neighboring towns close at 1:00am, the patrons leave those premises and come to Riverside. The Riverside Police Department have responded to numerous calls, fights, disorderly customers, underage drinking and many other incidents. The Riverside Police Department had to get mutual aid from surrounding Police Departments to handle the incidents. An Officer has been injured responding to these calls. Chief Jaensch further stated that the incidents that the Police are responding to, can be reported to the Division of Alcoholic Beverage Control for enforcement.

- 1) Mr. Tamdogan suggested that each individual license holder be on a “watch program.” Mr. Tamdogan further stated that people get injured on the job every day.

Mayor Kimble said that he as well as the Committee have to protect the residents of Riverside as well as the Police Department and it is the best interest in the Township to amend the closing hours of the licenses.

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

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

**Ayes – Mrs. Weaver, Messrs. Higgins, Kirk, Giovanetti and Kimble.**

**Nays – None.**

**Abstain – None.**

**Motion carried.**

**Mr. Giovanetti made a motion to introduce Ordinance 2022 - #7 entitled, “An Ordinance Amending Chapter 202, Article I of the Township Code entitled, “General Fees” on first reading, seconded by Mr. Higgins carried.**

**Mr. Higgins made a motion to introduce Ordinance 2022 - #8 entitled, “An Ordinance of the Township of Riverside to add a section of the Code of the Township of Riverside entitled, “Award of the Contract or Purchase” on first reading, seconded by Mr. Kirk.**

Mr. Higgins requested that item #6 be pulled from the Consent Agenda and voted on separately.

#### **CONSENT AGENDA:**

**Mr. Giovanetti made a motion, seconded by Mrs. Weaver that the Consent Agenda be approved. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble, Higgins, Kirk and Giovanetti. Nays – None. Abstain – None. Motion carried.**

- 1) Resolution 2022 - #61 - Lien Resolution.
- 2) Resolution 2022 - #62 – Introduction of the 2022 Municipal Budget.
- 3) Resolution 2022 - #63 – Appointment of a Court Administrator.
- 4) Resolution 2022 - #64 – Resolution to Designate the Position of Purchasing Agent.
- 5) Resolution 2022 - #65 – Appointment of a Qualified Purchasing Agent.
- 7) Authorization to approve a Facilities Use Request for Matthew Mann/Riverside Baseball to use the Bob Kenney Baseball Field on Tuesdays or Wednesdays from May 9, 2022 to August 5, 2022 from 6:00pm – 8:30pm.

**RESOLUTION 2022 - #61**  
**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE**  
**TAX COLLECTOR TO PLACE MUNICIPAL LIEN AGAINST**  
**CERTAIN BLOCKS AND LOTS.**

**WHEREAS**, the Township has identified certain blocks and lots, as a public nuisance due to failure to maintain the property; and

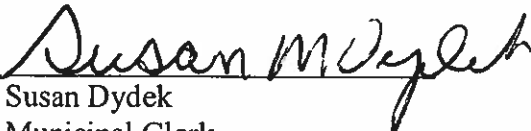
**WHEREAS**, the Codes of the Township of Riverside has made provisions in the event that the owner and/or tenant or person in possession shall refuse or neglect to abate or remedy the condition complained of after said notice, whereas the Township Committee may cause the condition complained of to be abated and remedied and shall thereafter certify the cost thereof to the Collector of Taxes of the Township of Riverside to be charged against said lands. The amount so charged shall forthwith become a lien upon such lands and shall be added to and become and form a part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced by the same officers and in the same manner as taxes; and

**WHEREAS**, the Township has identified the attached blocks and lots as properties that failed to maintain the trash, branches and security; and

**WHEREAS**, the Township has abated the conditions and hereby places the cost of abatement as a lien against the attached blocks and lots in the amounts shown.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Riverside approves such action.

**I HEREBY CERTIFY** that the foregoing Resolution was adopted by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on April 18, 2022.

  
Susan Dydek  
Municipal Clerk

PAGE 1 ATTACHMENT TO RESOLUTION 2022-#61

The amount of \$1,945.00 shall be charged to the following addresses:

1 N. Pavilion Avenue – Block 602, Lot 2

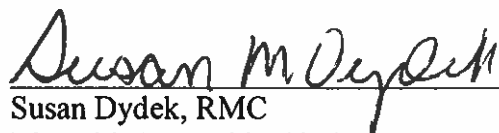
**2022 BUDGET INTRODUCTION  
RESOLUTION 2022 - #62  
RIVERSIDE TOWNSHIP**

**FISCAL YEAR: FROM: JANUARY 1, 2022 TO: DECEMBER 31, 2022**

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
<b>Kimble</b>			X			
<b>Higgins</b>			X			
<b>Weaver</b>		2ND	X			
<b>Giovanetti</b>	1ST		X			
<b>Kirk</b>			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 18<sup>th</sup> day of April, 2022.

  
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Susan Dydek, RMC  
Riverside Township Clerk

**RESOLUTION 2022 - #63**  
**APPOINTMENT OF A COURT ADMINISTRATOR**

**WHEREAS**, there exists a need for a Court Administrator and

**WHEREAS**, N.J.S.A. 2B:12-11 et. seq. provides that the governing body shall appoint a Court Administrator; and

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

**WHEREAS**, Marianne Ptaszenski the former Court Administrator for Riverside Township retired on June 30, 2019 creating a vacancy; and

**WHEREAS**, N.J.S.A. 2B: 12-11e provides that the governing body may appoint a Municipal Court Administrator who does not hold a certificate to serve as a Municipal Court Administrator, for a one-year term; and

**WHEREAS**, the Township Committee of the Township of Riverside appointed Sherryl Allen to the position of Court Administrator effective July 1, 2019 with the term ending on June 30, 2020; and

**WHEREAS**, N.J.S.A. 2B: 12-11e provides that the governing body may reappoint a Municipal Court Administrator who does not hold a certificate to serve as a Municipal Court Administrator, on an interim basis, for two subsequent one-year terms; and

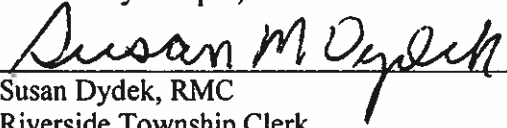
**WHEREAS**, due to the COVID-19 Pandemic, the appointment of Sherryl Allen to the two subsequent one-year terms as Municipal Court Administrator did not occur.

**THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside that Sherryl Allen is hereby appointed the Municipal Court Administrator retroactively for the following terms: July 1, 2020 to June 30, 2021 and July 1, 2021 to June 30, 2022.

Committee Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
Kimble			X			
Higgins			X			
Weaver		2nd	X			
Giovanetti	1st		X			
Kirk			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 Meeting held on the 18th day of April, 2022.

  
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 Susan Dydek, RMC  
 Riverside Township Clerk



**RIVERSIDE TOWNSHIP  
RESOLUTION 2022 - #64  
RESOLUTION TO DESIGNATE THE POSITION OF PURCHASING AGENT**

WHEREAS, P.L. 2009, c. 166, codified as N.J.S.A. 40A:11-2 et seq., supplementing and amending Chapter 11 of Title 40A of the New Jersey Statutes allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, the Township of Riverside desires to create the position of a Qualified Purchasing Agent;

NOW, THEREFORE, BE IT RESOLVED by the Township of Riverside that the position of Purchasing Agent is hereby created for the Township of Riverside; and

BE IT FURTHER RESOLVED as follows:

- 1) The Purchasing Agent shall be appointed by the Riverside Township Committee; and
- 2) The Purchasing Agent shall possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and,
- 3) The Purchasing Agent shall have the authority, responsibility and accountability for the purchasing activity for the Township of Riverside, to prepare public advertising for bids and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts on behalf of the Township of Riverside, and to award contracts permitted through New Jersey statutes and in accordance with the regulations, forms and procedures promulgated by state regulatory agencies in the name of the Township of Riverside, and conduct any activities as may be necessary or appropriate to the purchasing function of the Township of Riverside; and,
- 4) The Public Bidding Threshold and the Quotation Threshold shall be set forth by the State of New Jersey, Office of the Comptroller pursuant to N.J.S.A. 52:15C-10 et. seq and N.J.S.A. 40A:11-3.

Committee Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
<b>Kimble</b>			X			
<b>Higgins</b>			X			
<b>Weaver</b>		2ND	X			
<b>Giovanetti</b>	1ST		X			
<b>Kirk</b>			X			

**CERTIFICATION**

I, Susan M. Dydek, RMC, Riverside Township Clerk, hereby certify that the foregoing Resolution was duly adopted by the Riverside Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey, at their Regular Meeting held on the 18th day of April, 2022.

  
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 Susan Dydek, RMC  
 Riverside Township Clerk

**RESOLUTION 2022 - #65**  
**APPOINTMENT OF A QUALIFIED PURCHASING AGENT**

**WHEREAS**, there exists a need for a Qualified Purchasing Agent; and

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

**WHEREAS**, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Julia Edmondson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.

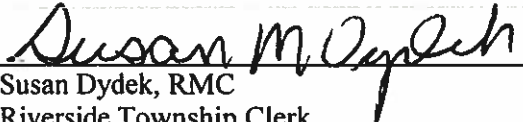
**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Riverside, in the County of Burlington, New Jersey hereby appoints Julia Edmondson as the Qualified Purchasing Agent for the Township of Riverside to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit effective May 1, 2022.

**BE IT FURTHER RESOLVED** that in pursuant with N.J.A.C. 5:34-5.2 the Township Clerk is hereby directed to forward a certified copy of this resolution and a copy of Julia Edmondson's certification to the Director of the Division of Local Government Services.

Committee Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
Kimble			X			
Higgins			X			
Weaver		2ND	X			
Giovanetti	1ST		X			
Kirk			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 Meeting held on the 18th day of April, 2022.

  
 Susan Dydek, RMC  
 Riverside Township Clerk

- 6) Authorization to approve Applications for Peddler or Solicitor Licenses for Richard Peak and Michael Breitenbach pending successful background investigations.

**Mr. Giovanetti made a motion, seconded by Mrs. Weaver that the Application for a Peddler or Solicitor License for Richard Peak be approved. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble, Higgins, Kirk and Giovanetti. Nays – None. Abstain – None. Motion carried.**

Mr. Higgins stated that his reason to pull this item from the Consent Agenda was because the applicant, Michael Breitenbach solicited door to door without a license. Mr. Breitenbach came to Mr. Higgins's residence and knocked on the door even though there is a "No Knock/No Soliciting" sticker that is issued by the Police Department. Mr. Higgins questioned Mr. Breitenbach if he had a license and informed Mr. Breitenbach that he needed a license to solicit. After notifying Mr. Breitenbach that a license is needed, a woman from Mr. Breitenbach's Public Adjustment Company continued to solicit in the Township.

**Mr. Higgins made a motion to deny, seconded by Mr. Giovanetti the Application for a Peddler or Solicitor License for Michael Breitenbach. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble, Higgins, Kirk and Giovanetti. Nays – None. Abstain – None. Motion denied.**

**SHADE TREE COMMITTEE REQUEST:**

None.

**CORRESPONDENCE:**

1. Jeffrey E. Snow, Esq. – Notice of Public Hearing
2. Jeffrey E. Snow Esq. – Notice of Public Hearing

**REPORTS:**

**DEPARTMENT OF PUBLIC SAFETY:**

Chief Jaensch reported the Police Activity for March 2022: Incidents – 886, Investigations – 60, Adult Arrests Total – 32, Motor Vehicle Summons – 144, Motor Vehicle Accidents – 9, Juvenile Charges – 2, Curfew Violations – 0, Protective Custody – 0, Stationhouse/Curbside Adjustments – 14, Summons for False Alarms – 0, False Alarm Calls – 7, False Alarm Warning Letters – 0. Firearms Applications submitted to the New Jersey State Police for the month – 10, Applications completed – 12, Previous pending – 6, Total pending – 5, Denied/Closed Applications – 1.

No questions or concerns were presented.

The report is on file in the Municipal Clerk's Office.

**DEPARTMENT OF PUBLIC WORKS:**

Mr. Higgins reported that the storm drains were cleaned, roads were patched as needed, Friday Morning sweeps have begun, chipping season has begun, loose leaves pock-up have begun, Riverside Clean-Up Day will be held on April 30, 2022 and bagged leaves will be picked up until May 25, 2022.

**DEPARTMENT OF REVENUE AND FINANCE AND ECONOMIC DEVELOPMENT:**

Mr. Kirk reported the Tax Collector's Monthly Report of Receipts for March 2022: Taxes - \$266,456.10, Year to Date - \$4,365,283.67. General - \$30,904.55, Year to Date - \$151,625.83.

**DEPARTMENT OF RECREATION:**

Mr. Giovanetti reported that the 5k run is scheduled to be held on October 1, 2022.

**DEPARTMENT OF PUBLIC EVENTS:**

Mrs. Weaver reported that the Egg Hunt was held on April 9, 2022 and was successful.

**SOLICITOR'S REPORT:**

The Solicitor had no report.

**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 that the Washington Street Project is currently underway and the Budget was introduced earlier and will be adopted at May's meeting.

**Motion made by Mr. Higgins and Mrs. Weaver to approve all reports carried.**

**APPROVAL OF BILLS**

**Motion made Mr. Giovanetti, seconded by Mr. Kirk to approve that all bills and expenditures be paid. Upon roll call the vote was as follows: Ayes – Mrs. Weaver, Messrs. Kimble, Higgins, Giovanetti and Kirk. Nays – None. Abstain – None. Motion carried.**

**PUBLIC PORTION:**

Mayor Kimble opened Public Portion.

**RESOLUTION 2022 - #66**  
**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**

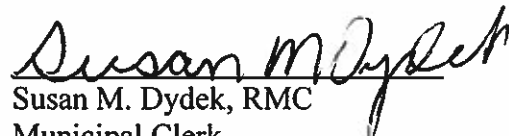
**WHEREAS**, the Township Committee of the Township of Riverside is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

**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 and Contract Negotiations.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Riverside, assembled in public session on April 18, 2022 that an Executive Session closed to the public shall be held during the Regular Meeting of the Township Committee on April 18, 2022 in the Riverside Municipal Building, 1 W. 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 Meeting held on April 18, 2022.

  
Susan M. Dydek, RMC  
Municipal Clerk

- 1) Christy Veasy – 206 New Jersey Avenue – Questioned when the The Mill Properties are going to finish the paving for the apartments? Administrator Jack stated the paving is scheduled to be done the beginning of May.
- 2) Mr. Josph Peddito – Bem Street – Questioned the Historic District and stated that he thought it would be before the Committee tonight. Administrator Jack explained that the consideration of a Historic District will come after the Master Plan update is approved. The Master Plan has to be approved by the Planning Board on May 9, 2022, as indicated at the Planning Board meeting last week. Administrator Jack explained that the Planning Board members are reviewing the draft and must provide any comments by the end of the week, as the sub – committee of the Planning Board will meet on April 26, 2022. In addition, an advertisement must be done on April 29, 2022 for the adoption of the Master Plan on May 9, 2022. Once the update is adopted the Township Committee will begin to work on the recommendations, one of which is determining if a Historic District is appropriate for the downtown. Mr. Peditto stated that the Historical Committee is having the banners cleaned so that they can be hung up on the light posts. Mr. Peddito said that the owners of Sambucci's has tires being stored outside that will hold water. Administrator Jack stated that they have already been sent to the County Board of Health. Administrator Jack stated that they received a violation for installing a fence without the proper permits.

In hearing no additional members of the public wishing to speak, **Motion made by Mr. Higgins and Mr. Kirk that Public Portion be closed carried.**

**RESOLUTION:**

Mr. Giovanetti made a motion to adopt Resolution 2022-#66 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. Kirk. Upon roll call, the vote was as followed: Ayes – Mrs. Weaver, Messrs. Kimble, Higgins, Giovanetti and Kirk. Nays – None. **Motion carried.**

**Motion to reopen the meeting made by Mrs. Weaver and Mr. Giovanetti carried.**

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

  
 Susan M. Dydek, RMC  
 Municipal Clerk