

Monday Evening  
 Riverside, NJ  
 October 17, 2022  
**Regular Meeting**  
 7:00p.m.

Deputy Mayor Higgins led all in attendance 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 – not in attendance, Mr. Higgins - present, Mr. Kirk – present, Mr. Kimble – not in attendance.

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

**APPROVAL OF MINUTES:**

**Mrs. Weaver made a motion that the following minutes be approved: The Work Session Meeting of September 19, 2022, the Regular Meeting of September 19, 2022, and the Work Session Meeting of October 3, 2022 carried.**

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

Deputy Mayor Higgins opened the Open Portion (Agenda Items Only.)

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

**ORDINANCES:**

**Mrs. Weaver made a motion that Ordinance 2022 - #14 entitled, "An Ordinance of the Township of Riverside to Revise Chapter 337 of the Township Code to Address Landlord Licensing and Registration" be approved on first reading seconded by Mr. Kirk carried.**

**CONSENT AGENDA:**

**Mr. Kirk 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. Higgins and Kirk. Nays – None. Abstain – None. Absent – Messrs. Kimble and Giovanetti. Motion carried.**

1. Resolution 2022 - #128 – A Resolution of the Township of Riverside Establishing a Curfew for the evening commonly known as Mischief Night and designating the hours for Halloween.
2. Resolution 2022 - #129 – A Resolution of the Township of Riverside Authorizing to Join the Southern New Jersey Regional Employee Benefits Fund.
3. Resolution 2022 - #130 – Southern New Jersey Regional Employee Benefits Fund.
4. Resolution 2022 - #131 – Riverside Township Overpayment Resolution.
5. Resolution 2022 - #132 – A Resolution of the Township of Riverside Authorizing the Tax Collector to Place a Municipal Lien Against Certain Blocks and Lots.
6. Authorization for the Municipal Clerk to advertise and receive RFPs/RFQs for 2023 Professional Services.
7. Authorization to appoint Christy Veasy as an Alternate Member (#2) to the Joint Land Use Planning Board with the term expiring on December 31, 2023.
8. Authorization to appoint crossing guards.

**CORRESPONDENCE:**

- 1) EJIF – Claims Sweep for Perfluorooctanoic Acid (PFOA) and Perfluoro octane Sulfonate (PFOS.)
- 2) Mayor Keith Ramos – Township of Frelinghuysen – Requesting donations of fire department equipment for newly formed fire department. (Forwarded to the Riverside Fire Company)
- 3) County of Burlington, Board of Taxation – Seminar.
- 4) Riverside Historical Society – Invitation.
- 5) State of New Jersey, Department of the Treasury, Division of Taxation – 2022 Table of Equalized Valuations.
- 6) Ann Law – Resignation from Planning Board effective immediately.
- 7) Erigere Rapidus – K9 services.
- 8) New Jersey State League of Municipalities – Notice of proposed membership dues increase.
- 9) NJ Transit – RiverLine track repairs.
- 10) Public Service Electric and Gas – New Smart Meter installation in homes and business.

**RESOLUTION 2022 - #128**

**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE ESTABLISHING A CURFEW FOR THE EVENING COMMONLY KNOWN AS MISCHIEF NIGHT AND DESIGNATING HOURS FOR HALLOWEEN**

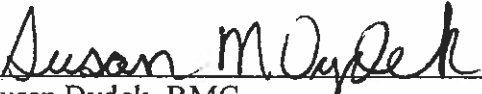
WHEREAS, the Township of Riverside has determined it is in the best interest of the Township residents to establish a curfew for the evening commonly known as Mischief Night and designate hours for Halloween.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Riverside, in the County of Burlington, in the State of New Jersey, that the curfew hour of 9:00P.M. will be in effect for all residents under the age of 18 unless accompanied by a parent or guardian for October 30, 2022 commonly known as "Mischief Night" and 9:00P.M. will be the designated as the end of time for knocking on doors for Trick – or - Treating on October 31, 2022 commonly known as Halloween

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
Kimble						X
Higgins			X			
Weaver		2ND	X			
Giovanetti						X
Kirk	1ST		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 17th day of October, 2022.

  
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 Susan Dydek, RMC  
 Riverside Township Clerk

**RESOLUTION NO. 129****A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING TO JOIN  
THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND**

**WHEREAS**, a number of local units in the State of New Jersey have joined together to form the **SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND** hereafter referred to as "FUND", as permitted 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs on April 6, 1995 and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of Riverside Township, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of said LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. LOCAL UNIT shall become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreement.
- ii. LOCAL UNIT will participate in the following type (s) of coverage (s):
  - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and the FUND's Plan of Risk Management.
- iii. LOCAL UNIT accepts and approves the FUND's Bylaws and agrees to be bound by the terms thereof.
- iv. LOCAL UNIT shall execute an application for membership and any accompanying certifications.
- v. LOCAL UNIT agrees to commit to the four principles of the FUND which are:

- a.) A long term philosophy on rates.
- b.) A willingness to work with bargaining units to achieve plan design changes.
- c.) Professional management with stability and commitment.
- d.) Rating structure based on actuarial numbers.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**ADOPTED: October 17, 2022**

BY: \_\_\_\_\_

*J. Michael Higgins*  
J. Michael Higgins, Deputy Mayor

**ATTEST:**

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*Susan M. Dydek*  
Susan M. Dydek, RMC, Township Clerk

## RESOLUTION 2022 - #130

## SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

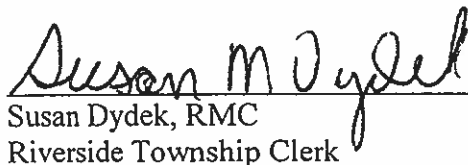
**BE IT RESOLVED** by the Riverside Township Committee that Meghan Jack is hereby appointed as Commissioner to the Southern New Jersey Regional Employee Benefits Fund, effective January 1, 2023, to represent the Township of Riverside.

**BE IT FURTHER RESOLVED** that Michael Mansdoerfer is appointed as Alternate Fund Commissioner to the Southern New Jersey Regional Employee Benefits Fund effective January 1, 2023.

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>						X
<b>Kirk</b>	1ST		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 17th day of October, 2022.



Susan Dydek, RMC  
Riverside Township Clerk

**RESOLUTION 2022- #131**

**RIVERSIDE TOWNSHIP OVERPAYMENT RESOLUTION**

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

<u>Name</u>	<u>Amount</u>	<u>Address</u>	<u>Reason</u>	<u>Department</u>
Harvester Properties Inc.	\$250.00	107 Kulp Road Harleysville, Pa 19438	Refund Vacant Property Fee – 704 Pine Street	Township Clerk

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
Kimble						X
Higgins			X			
Weaver		2ND	X			
Kirk	1ST		X			
Giovanetti						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 17th day of October, 2022.

  
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 Susan Dydek, RMC  
 Riverside Township Clerk

**RESOLUTION 2022 - #132**  
**A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE TAX**  
**COLLECTOR TO PLACE A 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

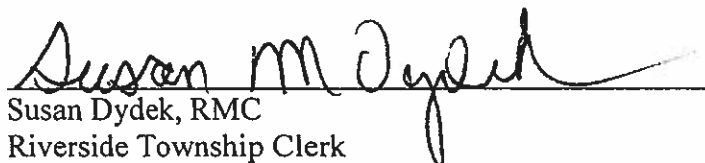
WHEREAS, the Township has abated the conditions and hereby places the cost of abatement as a lien against the attached blocks and lots in the amounts shown.

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

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>						X
<b>Kirk</b>	1ST		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 17th day of October, 2022.

  
 Susan Dydek, RMC  
 Riverside Township Clerk





PAGE 1 ATTACHMENT TO RESOLUTION 2022-#132

The amount of \$200.00 shall be charged to the following addresses:

301 Heulings Avenue – Block 1701, Lot 29  
303 Heulings Avenue – Block 1701, Lot 28  
510 Bridgeboro Street – Block 1901, Lot 31  
100 Zurbrugg Way – Block 3207, Lot 1  
435 Filmore Street – Block 3102, 5  
135 Fairview Street – Block 802, Lot 1  
151 E Washington Street – Block 1405, Lot 3.01

The amount of \$3,000.00 shall be charged to the following addresses:

126 Zurbrugg Way – Block 3204, Lot 1

The amount of \$460.92 shall be charged to the following addresses:

135 N. Fairview Street – Block 802, Lot 1



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

Chief Jaensch reported the Police Activity for September 2022: Incidents – 1066, Investigations – 52, Adult Arrests Total – 34, Motor Vehicle Summons – 200, Motor Vehicle Accidents – 9, Juvenile Charges – 13, Curfew Violations – 0, Protective Custody – 0, Stationhouse/Curbside Adjustments – 0, Summons for False Alarms – 1, False Alarm Calls – 14, False Alarm Warning Letters – 0. Firearms Applications submitted to the New Jersey State Police for the month – 14, Applications completed – 13, Previous pending – 14, Total pending – 7, Denied/Closed Applications – 3, Concealed Carry Permits - 3.

No questions or concerns were presented.

Mrs. Weaver thanked Chief Jaensch for his assistance with Community Day.

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

**DEPARTMENT OF PUBLIC WORKS:**

Mr. Higgins reported that the Public Works Department cut grass as needed, patched roads as needed, and emptied trash cans in the Downtown Area three times a week. Bagged grass collection and branch chipping ended on September 28, 2022.

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

Mr. Kirk reported that the year to date collections are: \$12,863,582.09.

**DEPARTMENT OF RECREATION:**

Mr. Giovanetti was not in attendance.

**DEPARTMENT OF PUBLIC EVENTS:**

Mrs. Weaver reported that Community Day was a success and there were 31 volunteers that assisted. Mrs. Weaver thanked the Police Department and Public Works Department for their assistance. Mrs. Weaver reported that there was a moon bounce, various vendors and food trucks, and thanked Paramount Drugs for donating and Dr. Lee's Martial Arts Academy for performing. The car show will be held this weekend. Trunk or Treat will be held on the 29<sup>th</sup> and there are 18 cars signed up.

**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:**

The Administrator reported that the Tax Sale was completed on October 13 2022, Friday Morning sweeps are ongoing, The NJ DOT grant was awarded for improvements to Washington Street, however, the 2022 roadway projects will be pushed back since PSE&G would like to replace piping. There was no Planning Board Meeting in September. The next Planning Board Meeting will be in November.

**APPROVAL OF BILLS**

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

**PUBLIC PORTION:**

Deputy Mayor Higgins opened Public Portion.

- 1) Ms. Alice Smith – Franklin Street – the Riverside Historical Society was happy to participate in Community Day. There were 171 patrons that visited the Historical Society. Ms. Smith commended Public Works Department for the assistance. Ms. Smith thanked Mayor Kimble, Mr. Kirk and Administrator Jack for attending. The Historical Society will be open for the Car Show and Trunk or Treat.
- 2) Michelle Higginbothom – 222 Rancocas Avenue – Mrs. Higginbothom stated concerns regarding her neighbors. They are not parking in their driveway, they are parking on the entire side of the street. Three more vehicles are located at the residence. The music is loud with the thumping. Chief Jaensch recommended that Ms. Higginbothom either sign complaints against them or go to mediation. Administrator Jack said that the problem is, every time a Township Official has been there, the resident states that his friends are visiting. Administrator Jack said that mediation is legally binding. Ms. Higginbothom said that her husband believes that the neighbors will retaliate against her when he is working if she proceeds any further.

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

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

  
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Susan M. Dydek, RMC  
Municipal Clerk

Riverside Township