

Monday Afternoon
Riverside, NJ
December 12, 2022
Regular Meeting
4:56pm

STATEMENT:

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Riverside Sewerage Authority in the following manner:

- 1) Posting written notice on the official bulletin board at the Township Administrative Office Building on February 16, 2022.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on February 16, 2022.
- 3) Filed written notice with the Clerk of the Township of Riverside on February 16, 2022.

The Regular Meeting of the Riverside Sewerage Authority was held at the Riverside Sewerage Plant Office. The meeting had to be relocated due to a conflict with the Riverside Township Court.

FLAG SALUTE:

Chairman Horton led the Flag Salute.

ROLL CALL:

Mr. Mingin – present, Mr. Giovanetti – present, Mr. George Conard – present, Mr. Van Meter – present, Mr. Horton – present.

Also present: Authority Secretary Susan M. Dydek, Authority Treasurer Meghan Jack and Superintendent Joseph Bader.

RESOLUTION:

Mr. Giovanetti made a motion to adopt Resolution 2022 - #43 entitled, “Resolution Authorizing Refund of Fees Tax Sale Certificate Erroneously Sold at Tax Sale” seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

Mr. Van Meter made a motion to adopt Resolution 2022 - #44 entitled, “Adoption of the 2023 Authority Budget” seconded by Mr. Conard. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

Mr. Giovanetti made a motion to adopt Resolution 2022 - #45 entitled, “Resolution Authorizing Salary Increases.” seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

**RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION NO. 2022 - #43**

Resolution Authorizing Refund of Fees Tax Sale Certificate Erroneously Sold at Tax Sale

WHEREAS, Certificate # 22-00047 was erroneously sold at tax sale on October 25, 2022; and

WHEREAS, the homeowner was in bankruptcy protecting the parcel from sale; and

WHEREAS, the lienholder Evolve Bank & Trust 6070 Poplar Ave, Suite 200, Memphis, TN 38119 paid the Certificate amount in good faith; and

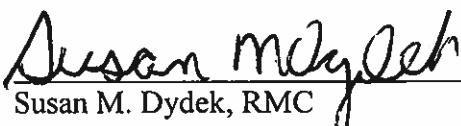
BE IT RESOLVED, the Chief Financial Officer/Tax Collector is authorized to refund \$331.75 in sewer principal and \$63.71 in sewer interest for a total of \$395.46.

BE IT FURTHER RESOLVED that copies of said resolution be forwarded to the Tax Collector and the Treasurer for their information and any appropriate action.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard			X			
Van Meter			X			
Mingin		2 nd	X			
Giovanetti	1st		X			

CERTIFICATION

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on the 12th day of December, 2022.



Susan M. Dydek, RMC
Authority Secretary

RIVERSIDE SEWERAGE AUTHORITY RESOLUTION 2022 - #44

ADOPTION OF THE 2023 AUTHORITY BUDGET

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard		2 nd	X			
Van Meter	1 st		X			
Mingin			X			
Giovanetti			X			

RESOLUTION 2022 - #45
RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION FOR SALARY INCREASE

WHEREAS, the Riverside Sewerage Authority has adopted the 2023 Budget; and

WHEREAS, the Treasurer has certified that funds are available for an increase in the salaries of certain employees of the Riverside Sewerage Authority; and

WHEREAS, it is the desire of the Riverside Sewerage Authority to increase the pensionable salaries of the following positions by three percent (3%) for the calendar year 2023: the Treasurer, Assistant Treasurer, Secretary, Billing Clerk and Clerk; and

WHEREAS, the Riverside Sewerage Authority recognizes that certain employees' salaries are contractual and will abide by the contractual increases of said applicable employees.

NOW, THEREFOR, BE IT RESOLVED, by the Riverside Sewerage Authority that the pensionable salaries of the Treasurer, Assistant Treasurer, Secretary, Billing Clerk and Clerk shall be increase by three percent (3%) for the calendar year 2023 and the salary increases of the applicable contractual employees shall increase by the terms of their contract.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard			X			
Van Meter			X			
Mingin		2 nd	X			
Giovanetti	1st		X			

CERTIFICATION

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on the 12th day of December, 2022.



 Susan M. Dydek, RMC
 Authority Secretary

RESOLUTION 2022 - #46**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AUTHORIZING THE TREASURER THE "AUTHORITY" TO PAY ALL BILLS THROUGH THE END OF THE YEAR.**

WHEREAS, the Riverside Sewerage Authority is holding their final regular public meeting of the year on December 12, 2022; and

WHEREAS, notwithstanding prior transfers and to assure that all 2022 budget appropriations have adequate funds to support the Riverside Sewerage Authority's activities through year-end, the Riverside Sewerage Authority hereby authorizes that the Treasurer be delegated the "authority" to make additional transfers of funds, if required; and

WHEREAS, the Riverside Sewerage Authority authorizes that the Treasurer has the authority to pay all necessary bills through year end.

NOW, THEREFORE, BE IT RESOLVED, by the Riverside Sewerage Authority located in the Township of Riverside, County of Burlington, State of New Jersey, that the Treasurer is hereby delegated the authority to make transfers of funds in the 2022 budget and pay all necessary bills and expenditures to assure uninterrupted Sewerage Authority operations with ratification by the Riverside Sewerage Authority at the next Sewerage Authority Meeting.

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

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard		2 nd	X			
Van Meter	1st		X			
Mingin			X			
Giovanetti			X			

CERTIFICATION

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on the 12th day of December, 2022.


 Susan M. Dydek, RMC
 Authority Secretary

RESOLUTION 2022 - #47
**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AMENDING
AND/OR SUPPLEMENTING CHAPTER 55 OF THE BYLAWS AND RESOLUTIONS
OF THE RIVERSIDE SEWERAGE AUTHORITY**

BE IT HEREBY RESOLVED by the Riverside Sewerage Authority in the Township of Riverside, County of Burlington, State of New Jersey, that the Bylaws and Resolutions of the Riverside Sewerage Authority be and is hereby amended as follows:

SECTION 55. AMENDED/SUPPLEMENTED SECTION.

The Riverside Sewerage Authority shall make the following changes:

Addition to 55-9 as follows:

D. It shall be required that all grease traps be cleaned at least once every three months. Furthermore, it shall be required that all traps must be cleaned when grease and solids accumulation in the final compartment reaches 50% or more of the wetted height of the grease trap, meaning that many traps will have to be cleaned more often than the once every three months minimum. Grease trap waste may only be removed and transported by a liquid waste hauler that is permitted by the State of New Jersey.

E. Copies of the waste hauler's manifest records documenting that the grease trap is being cleaned according to this required schedule must be available on the premises. Another amendment of significance is that a single grab wastewater sample will be used by the Riverside Sewerage Authority to determine compliance with the FOG limit of 200 milligrams per liter.

F. The failure to meet any one of these grease trap maintenance or documentation requirements would be considered a separate violation of the Bylaws and Resolutions of the Riverside Sewerage Authority. Violators could be subject to fines of up to \$2,000 per violation per day.

REPEALER, SEVERABILITY AND EFFECTIVE DATE

- A. Repealer. All Resolutions and provisions thereof inconsistent with the provisions of the Resolution shall be and are hereby repealed to the extent of such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Resolution is deemed to be invalid or unenforceable for any reason, then the Riverside Sewerage Authority hereby declares its intent that the balance of the Resolution not affected by said invalidity shall remain in full force and effect to the extent that it allows the Riverside Sewerage Authority to meet the goals of the Resolution.

C. Effective. The Resolution shall take effect upon proper passage in accordance with the law.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Horton			X			
Conard	1st		X			
Van Meter			X			
Mingin			X			
Giovanetti		2nd	X			

CERTIFICATION

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on the 12th day of December, 2022.



 Susan M. Dydek, RMC
 Authority Secretary

Mr. Van Meter made a motion to adopt Resolution 2022 - #46 entitled, "A Resolution Authorizing the Treasurer the "Authority" to pay all bills through the end of the year" seconded by Mr. Conard. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

Mr. Conard made a motion to adopt Resolution 2022 - #47 entitled, "A Resolution of the Riverside Sewerage Authority Amending and/or Supplementing Chapter 55 of the Bylaws and Resolutions of the Riverside Sewerage Authority" seconded by Mr. Giovanetti. Upon roll call the vote was as follows: Ayes – Messrs. Mingin, Giovanetti, Conard, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

APPROVAL OF MINUTES:

Motion made by Mr. Conard, seconded by Mr. Van Meter that the minutes of the Work Session Meeting of November 7, 2022, the Regular Meeting of November 7, 2022 and the Closed Session Minutes of November 7, 2022 be approved carried.

PUBLIC PORTION – (TECHNICAL):

Chairman Horton opened the Public Portion (Technical).

In seeing no members of the public wishing to speak, motion made by Mr. Giovanetti to close Public Portion (Technical) seconded by Mr. Mingin carried.

OLD BUSINESS:

- 1) Kluk Consultants – New Sanitary Sewer and Water Supply for Keymar Warehouse Co., 257 St. Mihiel Drive, Riverside, NJ. – The Engineer will proceed with this.

NEW BUSINESS:

- 1) Dorothy Wooden – 814 Delaware Avenue – Sewer backing up into sink in the basement.
- 2) Riverside Township Code Enforcement Officer – Sewer back-up at 434 Bridgeboro Street. – This is an ongoing problem and the Burlington County Health Department is involved.
- 3) 2023 RFP/RFQ – Motion made by Mr. Giovanetti authorizing the Secretary to advertise and receive the 2023 RFPs/RFQs for Professional Services seconded by Mr. Mingin carried.

CORRESPONDENCE:

- 1) Jeffrey Snow – Notice of Public Hearing – 13 Lafayette Street.
- 2) Hyland Levin Shapiro LLP – Preliminary Sub-Division – 200 Whittaker Street.
- 3) Theodore Wilkinson, Colliers Engineering & Design – Resubmission of Plans & Response Letter for 200 Whittaker Street Major Subdivision.
- 4) Clark Mc Intyre, Kokes Properties – Requesting waiver of late fees.
- 5) State of New Jersey, Department of Labor and Workforce Development – Notice of Violation. – The violation is for a safety valve that Superintendent Bader will address.

REPORTS:**PLANT:**

Mr. Conard reported that Superintendent Bader will give the report.

APPEALS

Mr. Mingin had no report.

REVENUE AND FINANCE:

Mr. Giovanetti had no report other than the 2023 Budget was just approved.

STREETS:

Mr. Van Meter reported that 2346 ft. of lines were jetted. A sewer reconnection was installed at 401 Cleveland Avenue.

INSPECTIONS:

Mr. Horton had no report.

SUPERINTENDENT'S REPORT:

Superintendent Bader reported that there were two noncompliance violations during this reporting period with the Effluent Ammonia and E-coli. The monthly average concentration was 10.73 mg/l and the daily max concentration was 15.80 mg/L. An Affirmative Action Letter will be sent and emailed to the NJDEP Southern Enforcement (NJDRP Case #221107125402.) The E-coli case number is NJDEP case # 221212150502. The NJDEP verbally stated that they will be fining the Authority for noncompliance violation that was reported on August 8, 2022 regarding the E-Coli Monthly Average. A new Gorman-Rupp Pump for the Primary Digester has been ordered. The pump recirculates the Primary Digester sludge through the Heat Exchanger for sludge heating. The sludge has to be heated for mesophilic digestion. The Trickling Filter has been repaired and returned to service.

Motion made by Mr. Conard, seconded by Mr. Mingin to accept the Superintendent's Report carried.

ENGINEER'S REPORT:

There was no report submitted this month.

MONTHLY FINANCIAL REPORT:

Treasurer Jack reported that the 2023 Authority Budget has been adopted. The Slip Lining Project should commence in April 2023.

Motion made by Mr. Mingin, seconded by Mr. Giovanetti to accept the Monthly Financial Report, carried.

BILLS AND EXPENDITURES:

Motion made by Mr. Conard, seconded by Mr. Giovanetti that all bills and expenditures be paid carried.

PUBLIC PORTION (INFORMATIONAL):

In seeing that no members of the public wishing to speak, motion made by Mr. Conard and Mr. Van Meter that Public Portion (Informational) be closed carried.

There being no further business to attend to, motion made by Mr. Conard and Mr. Van Meter that the meeting be adjourned, and so declared by Chairman Horton.


Susan M. Dydek, RMC
Authority Secretary

Riverside Sewerage Authority