

Monday Afternoon  
Riverside, NJ  
June 12, 2023  
**Regular Meeting**  
4:55pm

**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 22, 2023.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on February 22, 2023.
- 3) Filed written notice with the Clerk of the Township of Riverside on February 22, 2023.

The Regular Meeting of the Riverside Sewerage Authority was held at the Riverside Township Municipal Building.

**FLAG SALUTE:**

Chairman Horton led the Flag Salute.

**ROLL CALL:**

Mr. Mingin – present, Mr. Giovanetti– present, Mr. George Conard – not in attendance, Mr. Van Meter – present, Mr. Horton – present.

Also present: Secretary Susan M. Dydek and Treasurer Meghan Jack. and Assistant Superintendent Jeffrey Conard.

**RESOLUTION:**

- 1) **Mr. Giovanetti made a motion to adopt Resolution 2023 - #22 entitled, “A Resolution of the Riverside Sewerage Authority 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. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain None. Absent – Mr. Conard. Motion carried.**

**Motion to reopen the meeting at 5:05pm made by Messrs. Giovanetti and Mingin carried.**

Mr. George Conard Sr. and Assistant Superintendent Jeffrey Conard arrived into the Closed Session Meeting at 4:58pm.

**RESOLUTION 2023 - #22**  
**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY 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 Riverside Sewerage Authority 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

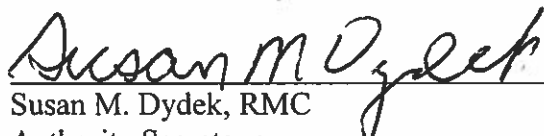
**WHEREAS**, it is necessary for the Riverside Sewerage Authority to discuss in a session not open to the public certain matters relating to Personnel.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Riverside Sewerage Authority, assembled in a Regular on June 12, 2023 and that an Executive Session closed to the public shall be held during the Regular Meeting of the Riverside Sewerage Authority on June 12, 2023 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.

Authority Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
<b>Conard</b>						X
<b>Giovanetti</b>	1st		X			
<b>Mingin</b>		2nd	X			
<b>Van Meter</b>			X			
<b>Horton</b>			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 June, 2023.

  
 Susan M. Dydek, RMC  
 Authority Secretary

**RESOLUTIONS:**

- 2) Mr. Conard made a motion to adopt Resolution 2023 - #19 entitled, "Declaring an Emergency for the Purposes of Awarding Contract for Manhole #105 located at Harrison and Leach Streets and Manhole #172 located at Middleton and Webster Streets." seconded by Mr. Giovanetti. Upon roll call the vote was as follows: Ayes – Messrs. Conard, Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain None. Motion carried.
- 3) Mr. Conard made a motion to adopt Resolution 2023 - #20 entitled, "A Resolution of the Riverside Sewerage Authority Authorizing and Establishing the Professional Services Budget for Various Projects." seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Conard, Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain None. Motion carried.
- 4) Mr. Conard made a motion to adopt Resolution 2023 - #21 entitled, "Authorizing the Riverside Sewerage Authority to become a member of the North Jersey Cooperative Pricing System, NJWCPS." seconded by Mr. Van Meter. Upon roll call the vote was as follows: Ayes – Messrs. Conard, Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain None. Motion carried.

Treasurer Jack left the meeting at 5:05pm.

**APPROVAL OF MINUTES:**

Motion made by Mr. Van Meter, seconded by Mr. Mingin that the minutes of the Work Session Meeting of May 8, 2023 and the Regular Meeting of May 8, 2023 be approved carried.

Motion made by Mr. Giovanetti, seconded by Mr. Mingin that the minutes of the Emergency Meeting of June 6, 2023 be approved. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Mingin, Conard and Horton. Nays – None. Abstain – Mr. Van Meter. Motion carried.

**PUBLIC PORTION – (TECHNICAL):**

- 1) DR Horton – 912 S. Fairview Street – Motion made by Mr. Conard, seconded by Mr. Mingin that new lateral connections be approved for 2 new homes at 912 S. Fairview Street carried.

**OLD BUSINESS:**

- 1) Rate Schedule – Updating Fees – (Tabled 3-13-2023.)
- 2) Excess Sludge Discharge Fee – (Tabled 3-13-2023.)

**NEW BUSINESS:**

- 1) CWA Contract.
- 2) On Call/Repairs Quotes
- 3) Superintendent Position – Mr. Giovanetti made a motion to approve the appointment of Jeffrey Conard as Interim/Acting Superintendent at a salary of \$99,500.00. Upon obtaining the necessary S3 License, the position will be titled, "Superintendent" and the salary will be increased to \$103,500.00 seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain – Mr. George Conard Sr. Motion carried.

**RIVERSIDE SEWERAGE AUTHORITY**  
**RESOLUTION 2023 - #19**  
**DECLARING AN EMERGENCY FOR THE PURPOSES OF AWARDING A CONTRACT FOR**  
**MANHOLE #105 LOCATED AT HARRISON AND LEACH STREETS AND MANHOLE #172**  
**LOCATED AT MIDDLETON AND WEBSTER STREETS.**

**WHEREAS**, the Riverside Sewerage Authority finds and declares that an emergency situation developed at Manhole #105 located at Harrison and Leach Streets and Manhole #172 located at Middleton and Webster Streets which necessitated repairs; and

**WHEREAS**, the Riverside Sewerage Authority further finds and declares that this poses an imminent threat to the public health, safety and welfare of an emergent nature that warrants immediate remedial action; and

**WHEREAS**, the Riverside Sewerage Authority further finds and declares that N.J.S.A. 40A:11-6 authorizes a municipality to negotiate and/or award a contract without public advertisement when an emergency affecting the public health, safety or welfare requires the immediate performance of services; and

**WHEREAS**, the Riverside Sewerage Authority further finds and declares that the Plant Superintendent/Assistant Superintendent has correctly recommended that the aforementioned repairs were remediated through the award to M&N Associates with an approximate amount of \$7,500.00; and;

**WHEREAS**, the emergency costs to be funded through the 2023 Sewerage Authority Budget.

**NOW, THEREFORE, BE IT RESOLVED** that the Riverside Sewerage Authority does hereby declare the existence of a public emergency warranting the completion of the repairs to Manhole #105 located at Harrison and Leach Streets and Manhole #172 located at Middleton and Webster Streets and does hereby support the award of said project to M&N Associates.

Authority Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
<b>Horton</b>			X			
<b>Conard</b>	1st		X			
<b>Van Meter</b>			X			
<b>Mingin</b>			X			
<b>Giovanetti</b>		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 June, 2023.

  
 Susan M. Dydek, RMC  
 Authority Secretary

RIVERSIDE WATER RECLAMATION AUTHORITY  
PO BOX 188  
RIVERSIDE, NJ 08075

Office (856) 461-1460

Plant (856) 461 0700

Fax (856) 461-0428

May 11, 2023

**EMERGENCY STATEMENT: REPLACEMENT OF MANHOLE CASTINGS.**

The undersigned Department Head certifies as to the following:

1. An emergency condition exists in the wastewater collection system located at the following intersections.

Harrison St. & Leach St. Manhole # 105  
Middleton St. & Webster St. Manhole # 172

2. This condition constitutes an emergency affecting the immediate health, safety or welfare of the public.

3. The Manhole casting is in need of replacement due to cracking and missing pieces. This failure prohibits the manhole lid from fitting securely, causing the manhole lid to become dislodged. Making it unsafe for passing vehicles.

4. This emergency occurred in May of 2023 and will continue until replaced.

5. It is necessary to invoke N.J.S.A. 40a:11-6 in order to obtain the immediate delivery of parts to repair the Manhole Casting. The estimate cost of said job is \$ 3,000 to \$3,800.

6. It is requested that purchase orders be issued without public advertisement for bids, pursuant to the above cited statute and N.J.A.C. 5:34-6.1 et seq.

7. I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements are willfully false, I am subject to punishment.

Respectfully Submitted,

Jeffrey M. Conard  
Assistant Superintendent

**RESOLUTION 2023 - #20**  
**A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AUTHORIZING**  
**AND ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR VARIOUS**  
**PROJECTS.**

**WHEREAS**, the Riverside Sewerage Authority has authorized funding for various projects; and

**WHEREAS**, these projects will require professional engineering services; and

**WHEREAS**, the Riverside Sewerage Authority has appointed Pennoni Engineering as the Engineer for the year 2023; and

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

1. Phase I Slip Lining Sewer Repairs – Henry and Polk Streets - \$8700.00

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

COMMITTEE MEMBER	MOTION	2 <sup>nd</sup>	YES	ABSTAIN	NO	ABSENT
<b>Conard</b>	1st		X			
<b>Giovanetti</b>			X			
<b>Mingin</b>		2nd	X			
<b>Van Meter</b>			X			
<b>Horton</b>			X			

**CERTIFICATION**

I, Susan Dydek, RMC, Riverside Sewerage Authority Secretary, hereby certify that the foregoing resolution was duly adopted by the Riverside Sewerage Authority at its Regular Business Meeting held on the 12<sup>TH</sup> day of June, 2023.

  
 \_\_\_\_\_  
 Susan Dydek, RMC  
 Riverside Sewerage Authority Secretary

May 18, 2023

RWRAX 23003

Sent via Email and Regular Mail

Meghan Jack, Township Administrator  
Township of Riverside  
PO Box 188  
Riverside, NJ 08075

**RE: TOWNSHIP OF RIVERSIDE  
PROPOSAL FOR PROFESSIONAL SERVICES  
POLK, HENRY, AND PROGRESS STREET SEWER REPAIRS**

Dear Meghan:

In connection with the referenced project, we understand that the Township wishes to evaluate the condition of the sanitary sewer mains and lateral pipes located at Polk Street, Henry Street, and Progress Street. Due to current economic conditions, we propose to phase the project to accommodate the budget.

We appreciate the opportunity to serve the Township and we have developed the following background information and scope of services:

## **BACKGROUND**

### **Polk Street**

Polk Street contains an existing 24" diameter cement main. The Township has televised the main starting at manhole 41 (Farview Street) and ending at manhole 58 (Pavilion Avenue). The main is in good condition with minor separation at joints. Starting at manhole 363 and heading towards manhole 43, at approximately 209' there are signs of infiltration of the pipe at the bottom of the main. We have provided two options for point repairs.

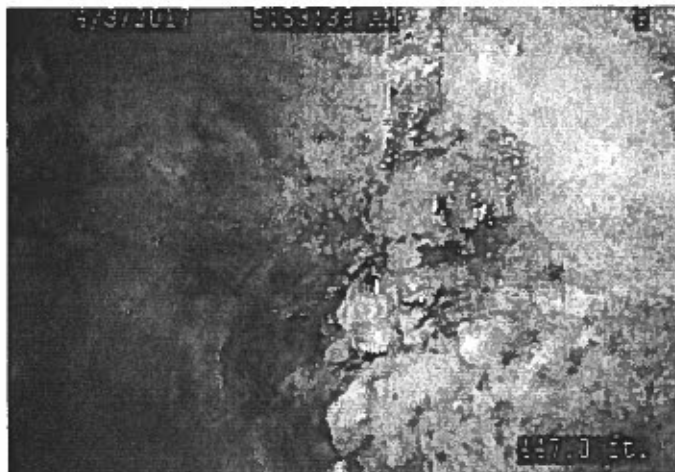


Figure 1: Polk Street - Infiltration in Main (447')

- Option 1: consists of a 3' long Cast In Place Pipe (CIPP) point repair installation and reinstatement of 1 lateral.
- Option 2: consists of several 3' long sections of CIPP to a total length of 20' and reinstatement of one lateral. This option will result in multiple lips due to the 3' long sections being required to be overlapped.

We recommend Option 1, a single 3' section of CIPP installation with reinstatement of one lateral. This option is the most cost effective and will provide the necessary improvements for the main.

### **Henry Street**

Henry Street contains an existing 8" diameter clay pipe. The Township has televised the main from manhole 161 (Filmore Street) to manhole 162 (Bem Street). The Sanitary Sewer Collecting System map states the main is 239' long. The CCTV inspection was able to reach 164.3' before failing to proceed forward. The sewer main is in fair condition with several root penetrations.



Figure 4: Henry Street – Tree Roots

It is our recommendation to trim the existing root penetrations and line the entirety of the main from manhole 161 to manhole 162. Removing the roots and lining the existing main will alleviate the existing standing water in the main.

### **Progress Street**

Progress Street contains an existing 8" diameter clay pipe servicing 6 houses. The Township televised from manhole 418 (Pine Street) to the end of the 200 block of Progress Street close to an existing lamp hole. The Sanitary Sewer Collecting System map indicates the main is 200' long. The televising of the main indicated the main is 232' long. The main is in poor condition and a portion of the main is holding water. See figure 2 below. The Township has expressed interest in performing a point repair at 66.7' for cracks in the sewer main. Upon review of the sewer main report, we have provided 4 options for repairs.





Figure 2: Progress Street – Joint Separation(119.6')

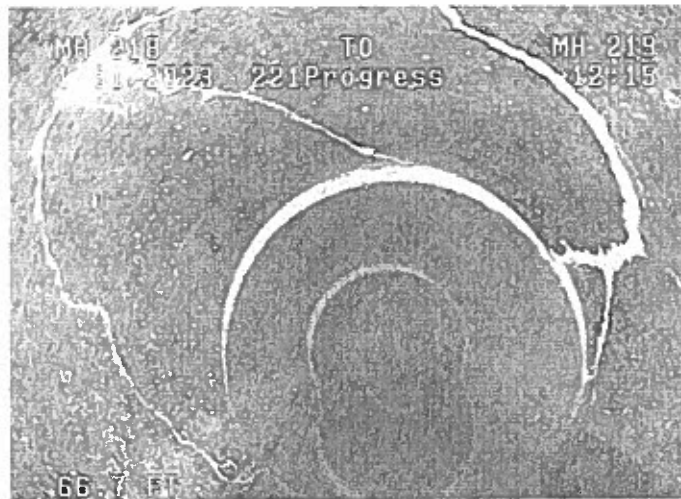


Figure 3: Progress Street - Sewer Main Cracks (66.7')

- Option 1: consists of a 4' long CIPP point repair.
- Option 2: consists of several 4' long point repair sections for a total length of 20'. This option will result in multiple lips.
- Option 3: consists of replacement of the main starting at 105' to 198', lining the entirety of the main, and installing a new 48" diameter manhole in replacement of the lamp hole.
- Option 4: consists of lining the entirety of the main and installing a new 48" diameter manhole in replacement of the lamp hole.

We recommend Option 3. We recommend installing a new manhole replacing the existing sewer lamp hole to provide better access to the sewer main for future cleaning and maintenance. We also recommend replacing a portion of the main with 8" PVC pipe and lining the entire main. Due to cost of this, we recommend Progress Street be bid as a **separate project**.

#### SCOPE OF SERVICES

Based on our independent review of the sewer videos we recommend bundling the sewer lining projects and prepare Requests for Quotes to obtain the best value.

However, due to availability of budget, phase II shall consist of Progress Street and shall be done in the fiscal 2024 year.

Pennoni will implement a multi-task approach to complete the scope of services for this project. The following tasks will be utilized:

**PHASE I**

**TASK 1- Design**

We will prepare plans, details, and project specifications for the sewer system repairs on Polk and Henry Street.

We will prepare plans, details, and project specifications for the sewer system lining on Polk and Henry Street.

**TASK 2- RFQ Services**

We will prepare three Requests for Quotes (RFQ).

We will assist in opening and evaluating quotes, and preparation of contracts.

**TASK 3- Contract Management/Construction Inspection**

We will coordinate and conduct the contractor pre-construction meeting.

We will coordinate with the contractor and observe installation of improvements in accordance with the Contract Documents.

We will review shop drawing submittals.

We will conduct site meetings with the contractor as necessary.

We will review contractor requests for payment and issue payment recommendations to the Township.

**SCHEDULE**

We are prepared to begin upon authorization and will coordinate with the Township.

**FEES**

Our estimated fee and project budget is as follows:

TASK 1- Design	\$ 3,000
TASK 2- RFQ Services:	\$ 1,700
<u>TASK 3- Contract Management/Construction Inspection:</u>	<u>\$ 4,000</u>
<b>Total Engineering Fee:</b>	<b>\$8,700</b>

For budgeting purposes, we have provided The Estimated Total Project Cost as follows:

Estimated Construction Cost (Polk)	\$6,310
<u>Estimated Construction Cost (Henry)</u>	<u>\$18,300</u>
<b>Estimated Total Project Cost</b>	<b>\$33,310</b>

**PHASE II**

**TASK 1- Survey, Design, and Preparation of Bid Documents**

We will conduct a field survey along the route of the proposed improvement's location at Progress Street.

We will prepare and submit a Burlington County Soil Erosion and Sediment Control Certification application.

We will prepare plans, details, and project specifications for the sewer system repairs.

We will prepare plans, details, and project specifications for the sewer system lining.

**TASK 2- Bidding Services**

We will advertise bids in accordance with the Local Public Contracts Law.

We will assist in opening and evaluating bids, and preparation of contracts.

**TASK 3- Contract Management/Construction Inspection**

We will coordinate and conduct the contractor pre-construction meeting.

We will coordinate with the contractor and observe installation of improvements in accordance with the Contract Documents.

We will review shop drawing submittals.

We will conduct site meetings with the contractor as necessary.

We will review contractor requests for payment and issue payment recommendations to the Township.

**SCHEDULE**

We are prepared to begin upon authorization and will coordinate with the Township.

**FEES**

Our estimated fee and project budget is as follows:

TASK 1- Survey, Design, and Preparation of Bid Documents	\$ 9,100
TASK 2- Bidding Services:	\$ 1,700
<u>TASK 3- Contract Management/Construction Inspection:</u>	<u>\$ 4,400</u>
<b>Total Engineering Fee:</b>	<b>\$15,200</b>

For budgeting purposes, we have provided The Estimated Total Project Cost as follows:

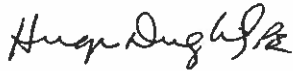
Permit Fees (Allowance)	\$3,100
<u>Estimated Construction Cost (Progress)</u>	<u>\$39,225</u>
<b>Estimated Total Project Cost</b>	<b>\$57,525</b>

Please issue a Purchase Order for \$8,700 as our notice to proceed with receiving quotes for Phase I, Polk and Henry Street lining projects.

Phase II, Progress Street shall be done in the fiscal 2024 year.

Sincerely,

**PENNONI ASSOCIATES INC.**



Hugh J. Dougherty, PE, CME  
Township Engineer



Sean M. Raday, PE  
Staff Engineer

cc's via Email:

Michael Mansdoerfer, CFO  
Susan Dydek, RMC  
Joseph Bader

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**RESOLUTION FOR MEMBER PARTICIPATION  
IN A COOPERATIVE PRICING SYSTEM**

**A RESOLUTION AUTHORIZING THE RIVERSIDE  
SEWERAGE AUTHORITY TO BECOME A MEMBER  
OF THE NORTH JERSEY COOPERATIVE PRICING SYSTEM**

**2023 - #21**

**WHEREAS**, the Riverside Sewerage Authority desires to become a member of the North Jersey Wastewater Cooperative Pricing System NJWCPS effective June 12, 2023; and

**WHEREAS**, such membership shall be for the period ending November 24, 2024, and each renewal, thereafter of the system unless the Riverside Sewerage Authority authorizes to formally withdraw from the system.

**NOW, THEREFORE BE IT RESOLVED**, that the Treasurer and the Authority Secretary are hereby authorized to execute the attached agreement for such membership.

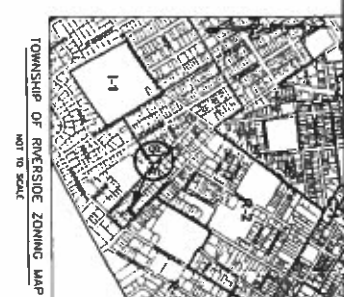
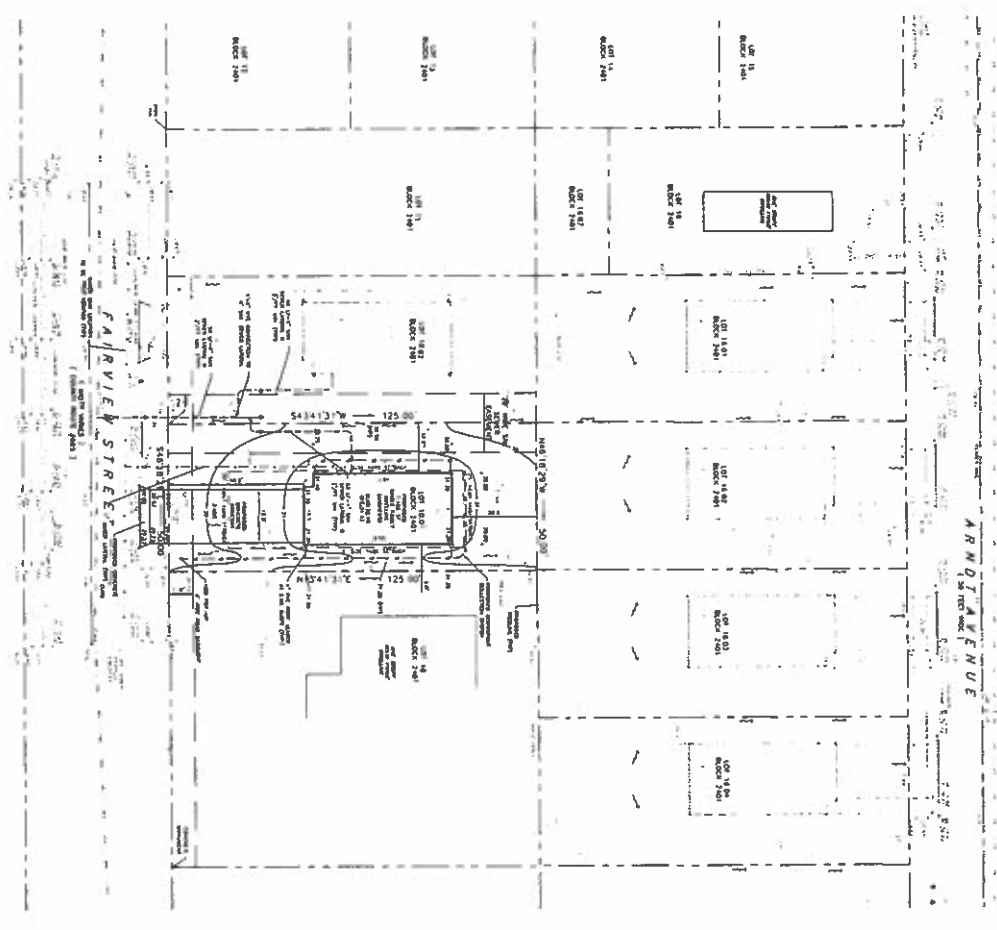
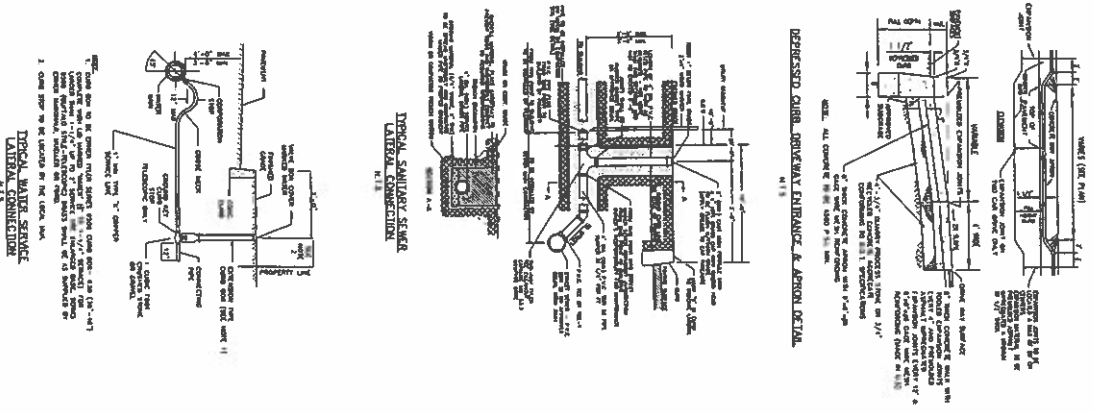
**EFFECTIVE DATE:** This resolution shall take effect immediately upon passage.

Authority Member	Motion	2 <sup>nd</sup>	Yes	Abstain	No	Absent
<b>Conard</b>	1st		X			
<b>Giovanetti</b>			X			
<b>Mingin</b>			X			
<b>Van Meter</b>		2nd	X			
<b>Horton</b>			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 June, 2023.

  
 Susan M. Dydek, RMC  
 Authority Secretary



- GENERAL NOTES:**
1. The owner shall be responsible for obtaining all necessary permits from the appropriate local, state, and federal agencies.
  2. The contractor shall be responsible for obtaining all necessary permits from the appropriate local, state, and federal agencies.
  3. The contractor shall be responsible for obtaining all necessary permits from the appropriate local, state, and federal agencies.
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  30. The contractor shall be responsible for obtaining all necessary permits from the appropriate local, state, and federal agencies.



**JOHN W. KORNIC, P.E.**
  
 PROFESSIONAL ENGINEER

**PLOT/GRADING PLAN**  
**912 S FAIRVIEW STREET**  
**BLOCK 2401 - LOT 10.01 - TAX MAP SHEET 24**  
 SITUATE IN THE  
**TOWNSHIP OF RIVERSIDE, BURLINGTON COUNTY, NEW JERSEY**

NO.	DATE	DESCRIPTION
1	02/17/2023	ISSUED FOR PERMIT
2	02/17/2023	ISSUED FOR PERMIT
3	02/17/2023	ISSUED FOR PERMIT
4	02/17/2023	ISSUED FOR PERMIT
5	02/17/2023	ISSUED FOR PERMIT
6	02/17/2023	ISSUED FOR PERMIT
7	02/17/2023	ISSUED FOR PERMIT
8	02/17/2023	ISSUED FOR PERMIT
9	02/17/2023	ISSUED FOR PERMIT
10	02/17/2023	ISSUED FOR PERMIT

- 4) Assistant Superintendent Position – **Mr. George Conard Sr. made a motion to approve the appointment of Alice Jane Crammer as Assistant Superintendent at a salary of \$90,000.00 seconded by Mr. Mingin carried.**
- 5) Laborer(s) Position – **Mr. George Conard Sr. made a motion authorizing the re-advertisement of the Laborers Position with the following salary: any new employees would start at \$20.50. If they have Municipal Experience, the salary would be \$22.00. Each “S” License obtained would be and additional \$1.20, “C” License would be .48 and obtaining a CDL would be .50 hourly, seconded by Mr. Giovanetti carried. Motion made by Mr. Van Meter and Mr. Conard to hire Charles D. Bluhm at a salary of \$22.00 an hour effective immediately carried. Motion made to increase the salary of Joseph D’Agostino \$0.50 an hour by Messrs. Giovanetti and George Conard Sr. carried. Mr. Giovanetti made a motion to increase the salary of Kyle Conard to \$22.50 an hour seconded by Mr. Mingin. Upon roll call the vote was as follows: Ayes – Messrs. Giovanetti, Mingin, Van Meter and Horton. Nays – None. Abstain – Mr. George Conard Sr.**

### CORRESPONDENCE:

- 1) Pennoni – Proposal for Professional Services – Polk, Henry and Progress Streets Sewer Repair.
- 2) Brandon Bader – Resignation Letter. – **Motion made by Mr. Van Meter and Mr. Mingin to accept the resignation carried.**
- 3) Pennoni- 200 Whittaker Street – Treatment Works Application (TWA.)
- 4) Marmero Law – Municipal/County Utility Requirements for Low-Income Household Water Assistance Program.
- 5) State of New Jersey Department of Community Affairs – Hearings on Service Charge Revisions by MUAs and Sewerage Authorities.
- 6) Joseph Bader – Resignation Letter. – **Motion made by Mr. George Conard Sr. authorizing to terminate the Employment Contract with Superintendent Joseph Bader (this is a mutual agreement to terminate) seconded by Mr. Mingin carried.**
- 7) Jacqueline Ransburgh – Leave of Absence Request. – **Mr. Van Meter made a motion to approve the Leave of Absence Request seconded by Mr. Mingin carried.**
- 8) Tyler McCartney – Resignation Letter – **Mr. George Conard Sr. made a motion to accept the resignation letter seconded my Mr. Giovanetti carried.**

### REPORTS:

#### PLANT:

Mr. George Conard Sr. stated that the Interim Superintendent will give the report. Interim Superintendent Jeffrey Conard reported that Raw Sewer Pump #2 (a main influent pump) requires replacement or a total rebuild. Willier was contacted to repair Pump #2 (compressor) at Hooker Pump Station. The cost to repair the pump including the parts costs more than a new pump. Willier was contacted and purchased a new compressor for the plant. Sand filter #1 has been removed from service for inspection and maintenance. The NJDEP Case number is 211108074550. The press is down and the men will be working late to ensure the plant is operating sufficiently.

**Motion made to approve the Superintendent’s Report made by Mr. Van Meter and Mr. Mingin carried.**

#### APPEALS

Mr. Mingin had no report.

**RIVERSIDE SEWERAGE AUTHORITY  
PLANT OPERATOR'S REPORT  
AUTHORITY MEETING – June 12, 2023**

1. The Plant Performance Summary for April, 2023 is attached for review. There was a noncompliance violation during this reporting period with the E-coli. The Residuals [Sludge] Management Summary for March, 2023 is also attached for review. Dewatered sludge [25 yds] were removed by the Seaside Waste Services Company for composting at the County facility.
2. The Trouble Log Summary for May, 2023 is attached for review.
3. The Line Maintenance Summary for May, 2023 is attached for review.
4. No measurements were taking for the Secondary Digester Cover tilt during this reporting period.

[The Secondary Digester is not operating as designed. The Secondary Digester Dome requires methane gas produced in the Primary Digester for the secondary roof to float correctly.

5. Raw Sewer Pump #2 [a main influent pump] requires replacement or a total rebuild. Vaughan Pump will be contacted for a replacement cost. [Estimated replacement cost is \$28,000.00]. Pump has been ordered.
6. The Comminutor for Grit Chamber #1 was not operating as designed. The comminutor was removed from service and repaired. The comminutor is performing better, but replacement will be required this year. Franklin Miller was contacted for a replacement quote. [Estimated replacement cost is \$13,000.00].
7. Willier was contacted to repair Pump [Compressor] #2 at Hooker Street Pump Station. The repairs to the pump, including the parts, is more than a new pump. A new pump was ordered. [The Quotation is attached for your review]. The Pump has not been received as of the writing of this report.
8. Willier was contacted and purchased new compressor for the plant. See attached quote.
9. Sand Filter # 1 has been removed from service for inspection and maintenance. The NJDEP Case # is 211108074550. Sand has been ordered for Sand Filter #1

SUBMITTED BY



JEFFREY M. CONARD  
ASSISTANT SUPERINTENDENT



## May 2023 Trouble Log Summary

<i>Date</i>	<i>Report #</i>	<i>Address</i>	<i>Condition(s) Reported</i>	<i>Condition(s) Found</i>	<i>Disposition</i>
5/7/2023	2023-054	718 CINNAMIVSON AVENUE	Assist other Department	Main slow	Flush/vac/root cut sewer main
5/12/2023	2023-055	807 DEVON AVE	Vent overflow	Main slow	Flush/vac/root cut sewer main
5/16/2023	2023-056	807 DEVON AVE	Vent overflow	Main clear	Notified Superintendent
5/18/2023	2023-057	35 POLK ST	Line inspection	Main clear	Notified Superintendent
5/18/2023	2023-058	201 TAYLOR ST	Vent overflow	Main clear	Notified Superintendent
5/22/2023	2023-059	227 DELAWARE AVE	Vent overflow	Main clear	Notified owner/tenant
5/31/2023	2023-060	327 RANCOCAS AVE	Backflow into property	Main clear	Notified owner/tenant

RESIDUALS MANAGEMENT SUMMARY

				Date		
				5/2/2023	5/2/2023	5/2/2023
				April-23		
SLUDGE PRODUCED			RAW SLUDGE	2123-0000	2123-0000	2123-0000
Total Gallons	gal		% Total Solids, minimum	83.7	83.7	83.7
Average Gallons/Day	0	gpd	% Total Solids, average	83.7	83.7	83.7
Total Dry Tons	0	dt	% Total Solids, maximum	83.7	83.7	83.7
Average Dry Tons/Day	0	dt/d	% Total Volatile Solids, minimum	80.0	80.0	80.0
Total Metric Tons	0	mt	% Total Volatile Solids, average	83.1	83.1	83.1
Average Metric Tons/Day	0	mt/d	% Total Volatile Solids, maximum	85.2	85.2	85.2
			pH, minimum	5.68		s.u.
			pH, maximum	6.08		s.u.
LIQUID SLUDGE REMOVED			PRIMARY DIGESTER SLUDGE			
Total Gallons	gal		sludge sample temperature, min	15.3		C
Average Gallons/Day	0	gpd	sludge sample temperature, avg	17.0		C
Total Dry Tons	N.R.	dt	sludge sample temperature, max	18.0		C
Average Dry Tons/Day	N.R.	dt/d				
Total Metric Tons	N.R.	mt				
Average Metric Tons/Day	N.R.	mt/d	% Total Solids, minimum	2.6		%
% Total Solids, Minimum	N.R.	%	% Total Solids, average	3.4		%
% Total Solids, Average	N.R.	%	% Total Solids, maximum	4.2		%
% Total Solids, Maximum	N.R.	%	% Total Volatile Solids, minimum	80.8		%
pH, Minimum	N.R.	s.u.	% Total Volatile Solids, average	81.9		%
pH, Maximum	N.R.	s.u.	% Total Volatile Solids, maximum	83.0		%
			pH, minimum	6.75		s.u.
			pH, maximum	7.22		s.u.
DEWATERED SLUDGE REMOVED			SECONDARY DIGESTER SLUDGE			
Total Gallons to Belt Press	gal		sludge sample temperature, min	30.0		C
Average Gallons/Day		gpd	sludge sample temperature, avg	35.0		C
% Total Solids, minimum	18.8	%	sludge sample temperature, max	38.0		C
% Total Solids, average	19.45	%				
% Total Solids, maximum	20.1	%				
% Total Volatile Solids, minimum	82.10	%	% Total Solids, minimum	0.8		%
% Total Volatile Solids, average	82.45	%	% Total Solids, average	2.5		%
% Total Volatile Solids, maximum	82.80	%	% Total Solids, maximum	4.0		%
Total Wet Cubic Yards Removed	25	cu yd	% Total Volatile Solids, minimum	73.0		%
Average Wet Cubic yards/day	0.00	cy/d	% Total Volatile Solids, average	73.6		%
Total Dry Tons	3.84	dt	% Total Volatile Solids, maximum	74.2		%
Average Dry Tons/Day	0.12	dt/d	pH, minimum	6.83		s.u.
Total Metric Tons	3.49	mt	pH, maximum	6.88		s.u.
Average Metric Tons/Day	0.11	mt/d	sludge sample temperature, min	23.0		C
			sludge sample temperature, avg	23.0		C
			sludge sample temperature, max	23.0		C
OPERATIONS			VOLATILE SOLIDS REDUCTION			
Heat Exchange, Temp In, min	120.0	°F	Raw to Secondary Digester, minimum	89.50		%
Heat Exchange, Temp In, avg	0.0	°F	Raw to Secondary Digester, average	83.16		%
Heat Exchange, Temp In, max	0.0	°F	Raw to Secondary Digester, maximum	89.50		%
Heat Exchange, Temp Out, min	110.0	°F				
Heat Exchange, Temp Out, avg	0.0	°F				
Heat Exchange, Temp Out, max	0.0	°F				
Detention Time, Primary Digester	#DIV/0!	days				
Detention Time, Secondary Digester	#DIV/0!	days				

May 2023 Line Maintenance Summary

N.R. = None Removed  
 N.S. = Not Sampled  
 N.W. = Not Working

R.T.S. = Return To Service  
 N.I.S. = Not In Service

JET  
 GRIT  
 RAGS

Remarks

## PLANT PERFORMANCE SUMMARY

April-23

PARAMETER	PERMIT	REPORTED	PARAMETER	PERMIT	REPORTED
FLOW, INFLUENT			NITRATE {AS N}, EFFLUENT 1 / 6 months		
Monthly Avg	Report	0.778 MGD	Mon Avg Conc	Report	27.30 MG/L
Daily Maximum	Report	1.129 MGD	Daily Max Conc	Report	27.30 MG/L
FLOW, EFFLUENT			E. COLI 2 / month		
Monthly Avg	Report	0.702 MGD	Monthly Avg	Report	6014.85 /100ML
Daily Maximum	Report	0.941 MGD	Instant Max	Report	9678.00 /100ML
5 DAY BOD, INFLUENT			FECAL COLIFORM, EFFLUENT Require Reuse Only		
Mon Avg Conc	Report	227.00 MG/L	Monthly Avg	200/100ML	#NUM! /100ML
Weekly Avg Conc	Report	362.00 MG/L	Weekly Avg	400/100ML	0.00 /100ML
5 DAY BOD, EFFLUENT			BIOASSAY, EFFLUENT		
Mon Avg Loading	98 KG/D	64.66 KG/D	LC50 96 hr Acute	50	0.00 %
Weekly Avg Loading	147 KG/D	102.27 KG/D	IC25 7 day Chronic	Report	>100 %
Mon Avg Conc	30 MG/L	25.87 MG/L	CHLORINE PRODUCED OXIDANTS, EFFLUENT		
Weekly Avg Conc	45 MG/L	41.00 MG/L	Mon Avg Conc	Report	0.02 MG/L
5 DAY BOD REMOVAL EFFICIENCY			Daily Max Conc	Report	0.02 MG/L
Mon Avg Minimum	88.5	88.60 %	TEMPERATURE, INFLUENT		
pH, INFLUENT			Minimum	Report	13.9 DEG C
Minimum	Report	5.89 S.U.	Monthly Avg	Report	17.0 DEG C
Maximum	Report	8.17 S.U.	Maximum	Report	19.7 DEG C
pH, EFFLUENT			TEMPERATURE, EFFLUENT		
Minimum	6.00 S.U.	6.10 S.U.	Minimum	Report	13.4 DEG C
Maximum	9.00 S.U.	6.88 S.U.	Monthly Avg	Report	16.7 DEG C
TOTAL SUSP SOLIDS, INFLUENT			Maximum	Report	19.7 DEG C
Mon Avg Conc	Report	288.7 MG/L	DISSOLVED OXYGEN, EFFLUENT		
Weekly Avg Conc	Report	361.0 MG/L	Wkly Avg Conc [Min]	4.0 MG/L	6.51 MG/L
TOTAL SUSP SOLIDS, EFFLUENT			PHOSPHOROUS, EFFLUENT 1 / month		
Mon Avg Loading	113 KG/D	62.59 KG/D	Mon Avg Conc	Report	7.1 MG/L
Weekly Avg Loading	170 KG/D	78.38 KG/D	Weekly Avg Conc	Report	7.1 MG/L
Mon Avg Conc	30 MG/L	25.00 MG/L	COPPER, EFFLUENT Quarterly only		
Weekly Avg Conc	45 MG/L	31.00 MG/L	Mon Avg Conc	Report	Code=n MG/L
TOTAL SUSP SOLIDS REMOVAL EFFICIENCY			Daily Max Conc	Report	Code=n MG/L
Mon Avg Minimum	85	91.34 %	ZINC, EFFLUENT Quarterly Only		
OIL&GREASE, EFFLUENT Quarterly			Mon Avg Conc	Report	Code=n MG/L
Mon Avg Conc	10 MG/L	1.20 MG/L	Daily Max Conc	Report	Code=n MG/L
Daily Max Conc	15 MG/L	1.20 MG/L	Total Dissolved Solids Effluent 1/month		
AMMONIA NITROGEN {NOV-APR}, EFFLUENT			Mon Avg Conc	Report	438.0 MG/L
Mon Avg Loading	75.7 KG/D	26.92 KG/D	Daily Max Conc	Report	438.0 MG/L
Daily Max Loading	151.4 KG/D	27.69 KG/D	Bis(2-ethylhexyl)phthalate Quarterly only		
Mon Avg Conc	20 MG/L	10.77 MG/L	Mon Avg Conc	Report	ug/l
Daily Max Conc	40 MG/L	11.10 MG/L	Daily Max Conc	Report	ug/l
AMMONIA NITROGEN {MAY-OCT.} EFFLUENT			Asbestos Fibrous per liter		
Mon Avg Loading	18.8 KG/D	0.00 KG/D	Mon Avg Conc		MG/L
Daily Max Loading	37.9 KG/D	0.00 KG/D	Daily Max Conc		MG/L
Mon Avg Conc	5 MG/L	0.00 MG/L			
Daily Max Conc	10 MG/L	0.00 MG/L			
IC25 Chronic	Required	Semi-Annually	Copper	Required	Quarterly
LC50 Acute	Required	Annually	Zinc	Required	Quarterly
Nirate	Required	Semi-Annually	Code = N	Not Required This Monitoring Period	

**REVENUE AND FINANCE:**

Mr. Giovanetti had no report.

**STREETS:**

Mr. Van Meter reported that 738 feet a line maintenance was performed.

**INSPECTIONS:**

Mr. Horton had no report.

**SUPERINTENDENT'S REPORT:**

Acting Superintendent Conard gave his report earlier in the meeting.

**ENGINEER'S REPORT:**

The Engineer's Report was distributed. There were no questions or concerns presented.

**Motion made by Mr. Conard, seconded by Mr. Van Meter to accept the Engineer's Report carried.**

**MONTHLY FINANCIAL REPORT:**

Treasurer Jack left the meeting earlier.

**BILLS AND EXPENDITURES:**

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

JUNE 2023

Range of Checking Accts: 01 TO GENERAL to 01 TO GENERAL Range of Check Ids: 4379 to 4410  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit:

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
4379	06/12/23	ALSEN005 ALS ENVIRONMENTAL	3,107.00		291
4380	06/12/23	ALSEN005 ALS ENVIRONMENTAL	916.00		291
4381	06/12/23	ALSEN005 ALS ENVIRONMENTAL	1,047.00		291
4382	06/12/23	ALSEN005 ALS ENVIRONMENTAL	214.00		291
4383	06/12/23	ALSEN005 ALS ENVIRONMENTAL	239.00		291
4384	06/12/23	BARTU005 BARTUK HOSE	205.44		291
4385	06/12/23	BIGST005 BIG STATE INDUSTRIAL SUPPLY	995.00		291
4386	06/12/23	CINTA005 CINTAS CORPORATION	2,406.08		291
4387	06/12/23	EMSLA005 EMSL ANALYTICAL INC	108.00		291
4388	06/12/23	GEORG015 GEORGE CONARD SR.	157.36		291
4389	06/12/23	LOWTH005 LOWTHER'S SMALL ENGINE REPAIR	98.94		291
4390	06/12/23	MARME005 MARMERO LAW LLC	420.00		291
4391	06/12/23	MCMAS005 MCMASTER CARR SUPPLY CO.	278.15		291
4392	06/12/23	MNASS005 M & N ASSOCIATES COMPANY	7,500.00		291
4393	06/12/23	NJAME005 N.J. AMERICAN WATER COMPANY	512.99		291
4394	06/12/23	NJWEA005 NJWEA	30.00		291
4395	06/12/23	PENNO010 PENNONI ASSOCIATES INC.	1,446.50		291
4396	06/12/23	PENNO010 PENNONI ASSOCIATES INC.	288.00		291
4397	06/12/23	PENNO010 PENNONI ASSOCIATES INC.	1,195.00		291
4398	06/12/23	PRINT017 Print & Mail Communications ll	1,560.40		291
4399	06/12/23	SCHWE005 SCHWERING'S	48.93		291
4400	06/12/23	SEASI005 SEASIDE WASTE SERVICES	500.00		291
4401	06/12/23	TELED005 TELEDYNE ISCO, INC.	3,018.83		291
4402	06/12/23	THOMA015 THOMAS SCIENTIFIC, LLC	325.53		291
4403	06/12/23	UGIEN005 UGI ENERGY SERVICES LLC	479.52		291
4404	06/12/23	USABL005 HD SUPPLY INC	623.72		291
4405	06/12/23	VERIZ005 VERIZON	150.77		291
4406	06/12/23	VERIZ010 VERIZON WIRELESS	68.93		291
4407	06/12/23	WBMAS005 W B MASON CO., INC	1,272.02		291
4408	06/12/23	WESTE005 WESTERN TERMITE & PEST CONTROL	99.91		291
4409	06/12/23	WILSO005 WILSON WEBB SERVICES	887.50		291
4410	06/12/23	XEROX005 XEROX FINANCIAL SERVICES	94.53		291

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	32	0	30,295.05	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	32	0	30,295.05	0.00

**PUBLIC PORTION (INFORMATIONAL):**

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

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



Susan M. Dydek, RMC  
Authority Secretary