

Monday Evening
Riverside, NJ
January 27, 2025
Regular Meeting
7:00p.m.

Mayor Haman 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 8, 2025.
2. Written notice was delivered to the Burlington County Times and the Courier Post on January 8, 2025.
3. Filed written notice with the Clerk of the Township of Riverside on January 8, 2025.

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

ROLL CALL

Mr. Haman – present, Mr. Kimble – present, Ms. Leith – present, Mr. Marter – present, Mr. Peditto – present.

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

APPROVAL OF MINUTES:

Motion made by Mr. Kimble and Mr. Peditto that the following minutes be approved: The Work Session Meeting of December 16, 2024 and the Regular Meeting Minutes of December 16, 2024. Upon roll call the vote was as follows: Ayes – Messrs. Kimble, Marter, and Peditto. Nays – None. Abstain – Mr. Haman and Ms. Leith. Absent – None. Motion carried.

Motion made by Mr. Peditto and Ms. Leith that the following minutes be approved: The Reorganization Meeting of January 6, 2025. Upon roll call the vote was as follows: Ayes – Mr. Peditto, Ms. Leith, Messrs. Marter and Haman. Nays – None. Abstain – Mr. Kimble. Absent – None. Motion carried.

OPEN PORTION - AGENDA ITEMS ONLY:

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

ORDINANCES

1. Mr. Kimble made a motion to approve the introduction of Ordinance 2025 - #1 entitled, "Riverside Township Ordinance to exceed the Municipal Budget Appropriation Limits and to establish a CAP Bank" on first reading seconded by Mr. Peditto carried.
2. Mr. Peditto made a motion to approve the introduction of Ordinance 2025 - #2 entitled, "An Ordinance Amending and/or Supplementing Chapter 202, Article 1 of the Township Code entitled, "General Fees" seconded by Mr. Kimble carried.
3. Mr. Kimble made a motion to approve the introduction of Ordinance 2024- #3 entitled, "Bond Ordinance Authorizing the Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment in and for the Township of Riverside, County of Burlington, New Jersey; Appropriating the Sum of \$3,547,080 therefor; Authorizing the Issuance of General Obligation Bonds or Bond Anticipation Notes of the Township of Riverside, County of Burlington, New Jersey, in the Aggregate Principal Amount of up to \$3,369,726; Making Certain Determinations and Covenants; and Authorizing Certain Related Actions in Connection with the Foregoing" seconded by Mr. Marter carried.
4. Mr. Kimble made a motion to approve the introduction of Ordinance 2025 - #4 entitled, "An Ordinance Amending Chapter 71, Article IV of the Codes of the Township of Riverside entitled, "Police Department" seconded by Ms. Leith carried.
5. Ms. Leith made a motion to approve the introduction of Ordinance 2025 - #5 entitled, "An Ordinance amending Chapter 419, Section of the Code of the Township of Riverside, "Vehicle & Traffic" seconded by Mr. Kimble carried.

CONSENT AGENDA:

Mr. Kimble made a motion, seconded by Mr. Peditto that the Consent Agenda be approved. Upon roll call the vote was as follows: Ayes – Ms. Leith, Messrs. Kimble, Marter and Peditto. Nays – None. Absent – None. Abstain – Mr. Haman. Motion carried.

The following items were contained in the consent agenda:

1. Resolution 2025 - #29 – Authorizing Budget Appropriation Transfers During the Last Two Months of Fiscal Year 2024 for the Township of Riverside, Burlington County, NJ.
2. Resolution 2025 - #30 – Authorizing Budget Appropriation Transfers During the Last Two Months of Fiscal Year 2024 for the Township of Riverside, Burlington County, NJ.
3. Resolution 2025 - #31 – A Resolution of the Township of Riverside Authorizing the Cancellation of Property Tax Overpayments or Delinquent Amounts Less than \$10.00.
4. Resolution 2025 - #32 – Municipal Lien.

TOWNSHIP OF RIVERSIDE

RESOLUTION 2025-#29

AUTHORIZING BUDGET APPROPRIATION TRANSFERS DURING THE LAST TWO MONTHS OF THE FISCAL YEAR FOR THE TOWNSHIP OF RIVERSIDE, BURLINGTON COUNTY, NEW JERSEY

WHEREAS, the provisions of N.J.S.A. 40A:4-58, permit the transfer of appropriations during the last two months of the fiscal year; and

WHEREAS, from time to time it becomes necessary to transfer funds for various reasons in order to operate the Township on a sound financial basis.

WHEREAS, the Chief Financial Officer was designated the "Authority" to make transfers of funds in the 2024 budget and pay all necessary bills to assure uninterrupted Township operations with ratification by the Township Committee at the next Township meeting

NOW THEREFORE BE IT RESOLVED, that the Township Governing Body agrees to said transfer of budget appropriations below retroactively to December 31, 2024.

NOW THEREFORE BE IT RESOLVED, that the Township Governing Body agrees to said transfer of budget appropriations below

Account Number	Account Title	Transfer To	Transfer From	Budget As Modified
4-01-20-100-299	Admin & Exec - OE	47 07		2,095 68
4-01-20-130-299	Finance & Admin - OE		654 70	59,845 30
4-01-20-155-220	Legal - OE	7,837 81		52,837 81
4-01-20-165-200	Engineer Professional Services	10,300.75		54,047 54
4-01-22-195-200	Construction Code - OE	108 19		43,086 13
4-01-23-225-200	NJ Unemployment Tax		240 01	12,159 99
4-01-25-240-200	Police - OE	945 48		188,175 32
4-01-25-241-100	School Police Crossing Guard SW		663 93	100,134 46
4-01-25-252-200	Emergency Management	47 07		4,064 33
4-01-25-266-111	Uniform Fire Safety - SW		199 16	5,000 84
4-01-25-266-200	Uniform Fire Safety - OE		634 52	265 48
4-01-26-300-200	Shade Tree - OE	1,530 72		28,030 72
4-01-26-310-226	Building & Grounds - OE	19,675 49		138,299 24
4-01-30-420-200	Public Events - OE	995 00		21,608 29
4-01-31-430-200	Electric	244 82		40,106 46
4-01-31-445-200	Water	6 56		5,216 56
4-01-43-490-200	Municipal Court - OE	185 89		30,807 98
4-01-26-315-300	Vehicle Leases		7,769 86	66,825 84
4-01-26-315-200	Vehicle Maintenance		20,000 00	40,000 00
4-01-26-290-200	Streets & Roads - OE		11,762 67	65,737 33
	TRANSFER TOTAL	41,924.85	41,924.85	

Adopted January 2025

COMMITTEE MEMBER	MOTION	2 ND	YES	ABSTAIN	NO	ABSENT
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025. In addition, Michael Mansdoerfer, Riverside Township, CFO also certifies the availability of sufficient funds as stated above.



Susan Dydek, RMC
Riverside Township Clerk



Michael Mansdoerfer, CMFO
Riverside Township Chief Financial Officer

TOWNSHIP OF RIVERSIDE

RESOLUTION 2025-#30

AUTHORIZING BUDGET APPROPRIATION TRANSFERS DURING THE LAST TWO MONTHS OF THE FISCAL YEAR FOR THE TOWNSHIP OF RIVERSIDE, BURLINGTON COUNTY, NEW JERSEY

WHEREAS, the provisions of N.J.S.A. 40A 4-58, permit the transfer of appropriations during the last two months of the fiscal year, and

WHEREAS, from time to time it becomes necessary to transfer funds for various reasons in order to operate the Township on a sound financial basis

WHEREAS, the Chief Financial Officer was designated the "Authority" to make transfers of funds in the 2024 budget and pay all necessary bills to assure uninterrupted Township operations with ratification by the Township Committee at the next Township meeting

NOW THEREFORE BE IT RESOLVED, that the Township Governing Body agrees to said transfer of budget appropriations below retroactively to December 31, 2024.

NOW THEREFORE BE IT RESOLVED, that the Township Governing Body agrees to said transfer of budget appropriations below:

Account Number	Account Title	Transfer To	Transfer From	Budget As Modified
4-01-20-145-200	Tac Collector - OE	70 00		20 359 97
4-01-22-195-200	Construction Code - OE	771 40		43 857 53
4-01-25-240-200	Police - OE	29 90		188 205 22
4-01-26-310-226	Building & Grounds - OE	322 83		138 067 07
4-01-32-465-200	Landfill Costs	25 520 93		377 290 04
4-01-43-490-200	Municipal Court - OE	15 10		30 823 08
4-01-35-470-200	Contingent		600 89	399 11
4-01-31-460-200	Gasoline & Diesel		11 428 32	68 647 55
4-01-31-446-200	Gas		351 05	4 648 95
4-01-31-435-200	Street Lighting		220 81	101 779 19
4-01-28-370-200	Recreation - OE		4 839 39	11 160 61
4-01-26-290-200	Vehicle Maintenance		5 324 50	34 675 50
4-01-26-290-200	Streets & Roads - OE		3 965 20	61 772 13
	TRANSFER TOTAL	26,730.16	26,730.16	

Adopted January 2025

COMMITTEE MEMBER	MOTION	2 ND	YES	ABSTAIN	NO	ABSENT
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025. In addition, Michael Mansdoerfer, Riverside Township, CFO also certifies the availability of sufficient funds as stated above.

Susan M. Dydek

Susan Dydek, RMC
Riverside Township Clerk

Michael Mansdoerfer

Michael Mansdoerfer, CMFO
Riverside Township Chief Financial Officer

RESOLUTION 2025 - #31
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING THE
CANCELLATION OF PROPERTY TAX OVERPAYMENTS OR DELINQUENT
AMOUNTS LESS THAN \$10.00

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of refunds or delinquent amounts in the amounts of less than \$10.00; and

WHEREAS, the Township of Riverside may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of refunds or delinquencies of less than \$10.00.


NOW, THEREFORE, BE IT RESOLVED, by the Township of Riverside that the Riverside Township Tax Collector is authorized to cancel said amounts as deemed necessary for the tax year 2025

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Township Committee of the Township of Riverside, in the Township of Riverside, County of Burlington, State of New Jersey, at a Regular Meeting held on January 27, 2025.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

RESOLUTION 2025 - #32
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 January 27, 2025.


Susan Dydek
Municipal Clerk

PAGE 1 ATTACHMENT TO RESOLUTION 2025-#32

The amount of \$300.00 shall be charged to the following address:

245 S. Pavilion Avenue – Block 1305, Lot 1

RESOLUTION 2025 - #33
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AWARDING THE CONTRACT FOR
ANIMAL CONTROL SERVICES.

WHEREAS, there exists a need for Animal Control, and

WHEREAS, funds are available for this purpose,

WHEREAS, in accordance with N.J.S.A. 19:44A-20.5, the Township of Riverside, or any other agency or instrumentality thereof, shall not enter into a contract, including a professional service contract, having an anticipated value in excess of \$17,500, as determined by the municipality, agency or instrumentality, with a business entity, except a contract that is awarded pursuant to a fair and open process; and

WHEREAS, the Township of Riverside publicly advertised on the Riverside Township Website the Request for Proposals / Request for Qualifications for Professional Services for the calendar year 2025 with the submission deadline of January 2, 2025 to submit such Request for Qualifications / Request for Proposals; and

WHEREAS, the Township of Riverside has complied with the minimum requirements pursuant to N.J.S.A. 19:44A-20.7.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached contract with New Jersey Animal Control Services for a one-year term commencing on January 1, 2025 and ending on December 31, 2025. The total amount to be dispersed by the Township of Riverside shall be \$979.00 a month. Emergency Services outside of Normal Business Hours and Weekends - \$75.00⁺ per animal trip. ACO Services - \$65.00 per hour. Emergency Services during Holidays - \$125.00 per animal trip. The resolution and contract are on file and available for public inspection in the office of the Township Clerk, and

2. The firm will be required to comply with the requirements of P.L. 1975 C. 127.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

RIVERSIDE TOWNSHIPRESOLUTION 2025 - #34APPOINTMENT OF AN EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, the Township Committee of the Township of Riverside desires to appoint an Emergency Management Coordinator; and

WHEREAS, the Emergency Management Coordinator must have successfully completed the approved courses as required; and

WHEREAS, George Conard Jr. is qualified to serve as the Emergency Management Coordinator;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Riverside, in the County of Burlington, State of New Jersey, that George Conard Jr. is hereby appointed as the Emergency Management Coordinator for a three - year term from January 1, 2025 to December 31, 2027.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025


 Susan Dydek, RMC
 Riverside Township Clerk

RESOLUTION 2025 - #35
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE
AUTHORIZING TO ENTER INTO A SHARED SERVICE AGREEMENT WITH
BURLINGTON COUNTY FOR SNOW REMOVAL.

WHEREAS, the Township of Riverside wishes to enter into a Shared Service Agreement with Burlington County for snow removal; and

WHEREAS, the Township of Riverside has determined that there is a need for such service.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes to enter into a Shared Service Agreement with Burlington County for the years 2025 - 2027.

EFFECTIVE DATE:

This Resolution shall take effect immediately upon passage.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

RESOLUTION 2025 - #36

A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE, COUNTY OF BURLINGTON, STATE OF NEW JERSEY, CREATING A CLAIMANT CERTIFICATION EXEMPTION

WHEREAS, N.J.A.C. 5:30-9A and 5:31-4 allows for greater flexibility for local units when implementing the claimant certification requirement set forth in N.J.S.A. 40A:5-16(a); and

WHEREAS, local units are now given discretion to require a claimant certification as it deems necessary and appropriate; and

WHEREAS, the Mayor and Committee recommends that a claimant signature only be required for Refunds, Advance Payments, Employee Reimbursements, or for services provided exclusively and entirely by an individual (i.e. sole proprietors); and

WHEREAS, as a continued internal control, N.J.S.A. 40A:5 still requires local units to have "a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit" prior to any disbursements of funds; and

WHEREAS, the Mayor and Committee recommend the adoption of this Claimant Certification Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMITTEE OF THE TOWNSHIP OF RIVERSIDE, COUNTY OF BURLINGTON, STATE OF NEW JERSEY (NOT LESS THAN TWO-THIRDS OF ALL THE MEMBERS THEREOF AFFIRMATIVELY CONCURRING), PURSUANT TO THE PROVISIONS OF THE STATE OF NEW JERSEY ADMINISTRATIVE CODE 5:30-9A AND 5:31-4, AS FOLLOWS:

Section 1. Claimant's certification signatures will only be required for Refunds, Advance Payments, Employee Reimbursements, or for services provided exclusively and entirely by an individual.

Section 2. This Resolution shall be retroactive back to January 1, 2025.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 27th day of December, 2025.



Susan Dydek, RMC
Riverside Township Clerk

RESOLUTION 2025 - #37

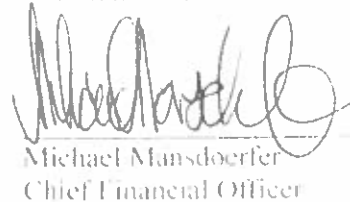
**RESOLUTION OF THE TOWNSHIP OF RIVERSIDE, COUNTY OF BURLINGTON, STATE
OF NEW JERSEY AUTHORIZING THE APPLICATION TO OBTAIN A GRANT FROM THE
DEPARTMENT OF COMMUNITY AFFAIRS**

WHEREAS, the Township of Riverside desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$250,000.00 to carry out a project to improve the drainage at the intersection of Polk and North Fairview Street.

NOW THEREFORE BE IT RESOLVED, that the Township of Riverside does hereby authorize the application for such grant and recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement, and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Riverside and the Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

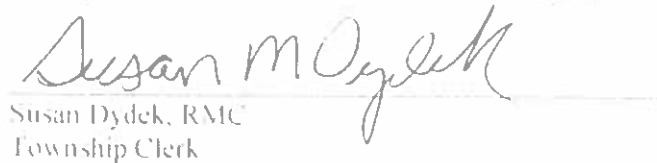

Meghan Jack
Township Administrator


Michael Mansdoerfer
Chief Financial Officer

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.


Susan Dydek, RMC
Township Clerk

Seal

RESOLUTION 2025 - #38
A RESOLUTION OF THE TOWNSHIP OF RIVERSIDE AUTHORIZING
AND ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR THE WHOMSLEY
FIELD LANDFILL CLOSURE ACTIVITIES

WHEREAS, the Township of Riverside has authorized funding for the Whomsley Field Landfill Closure; and

WHEREAS, these projects will require professional engineering services; and

WHEREAS, the Township of Riverside has appointed Pennoni Engineering as the Engineer for the year 2025; 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. Landfill Delineation -	\$97,500.00
• Minor Disruption Permit Application	
• Off-Site Access Requests & Road Opening Permits	
• Landfill Delineation and Environmental Sampling	
2. Closure and Post Closure Care Plan -	\$19,000.00
3. Landfill Gas Collection and Control System Design -	\$61,000.00
4. Air Permit Application -	\$20,500.00

Total \$198,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget in the amount of \$198,000.00 for the projects as outlined herein.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

Certification Of Availability of Funds

This is to certify to the Township Committee of the TOWNSHIP OF RIVERSIDE that funds for the following resolutions are available.

Contract Amount: 198,000.00
Resolution Date: 01/27/25
Resolution Number: 2025-38

Vendor: PENNO010 PENNONI ASSOCIATES INC.
515 GROVE STREET SUITE 2C
HADDON HEIGHTS, NJ 08035

Contract: C5-00004 Whomsley Field Landfill
Closure

Account Number	Amount	Department Description
C-04-21-03A-001	198,000.00	ORD. 2021-03:WHOMSLEY FIELDS
Total	198,000.00	

Only amounts for the 2025 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer



January 6, 2025

RSTPX 23006

Township of Riverside
Attn: Meghan Jack, Township Administrator
PO BOX 188
Riverside, NJ 08075

RE: TOWNSHIP OF RIVERSIDE
PROPOSAL FOR PROFESSIONAL SERVICES
WHOMSLEY FIELD LANDFILL CLOSURE ACTIVITIES

Dear Meghan:

In connection with the referenced project, this proposal is based on our previous discussions of the project with you, the environmental activities that have been completed to date at the site, meetings with the New Jersey Department of Environmental Protection (NJDEP), and our experience with similar projects.

UNDERSTANDING AND APPROACH

The Township of Riverside is proposing to improve the subject property with the addition of a turf field atop an existing grass athletic field. The subject property was historically a waste dump that was covered with soil and multiple grass athletic fields were then constructed on the property. As part of this turf field development project, multiple environmental investigations have been conducted. Most recently, a Sanitary Landfill Disruption Final Report (dated March 14, 2024) was submitted to NJDEP. The scope of this investigation was to advance test pits, sample vapor points, and conduct monitoring of groundwater wells in the areas that may be impacted by the proposed turf field installation. Only a portion of Block 101 Lot 4 (Field #4) was included, and the entire property was not delineated as part of this effort; areas to the north and south of the proposed turf field limit of disturbance were not fully investigated.

NJDEP COMPLIANCE

In response to the Disruption Final Report, NJDEP concluded that proper closure of the entire landfill will be required if the Township is to move forward with the turf field installation. The NJDEP held a meeting with the Township and Pennoni on July 23, 2024, to discuss the proposed site improvements at the Riverside Whomsley Field Landfill. The NJDEP replied on July 31, 2024 via email and advised that:

- 1) **Minor disruption for further site investigation.** Prior to submission of a closure plan, the landfill shall be fully delineated on the property.
- 2) **Phased Closure.** A closure/post-closure care plan shall be submitted to the Bureau after the minor disruption final report is accepted. A phased approach to closure is acceptable to the Bureau. Closure of the landfill in the turf field area may be performed prior to closure of the remainder of the landfill area.

Accordingly, future investigations will include Lots beyond the turf field scope, including but not limited to off-site parcel Block 101 Lot 7 which is not owned by the Township (Riverside Sewerage Authority).

At the request of the Township, NJDEP provided authorization to complete the closure utilizing a phased approach. Closure of the turf field portion of the landfill represents Phase 1 of the project, with the remainder of the landfill to be closed in subsequent phases. **NJDEP concluded that the Closure of the Phase 1 portion of the property would allow the Township to advance the installation of the Turf Field.** Subsequent closure phases will be required following the installation of the turf field.

Pennoni's experience with similar projects indicates that the tasks defined in the below Scope of Services will be required to obtain closure approval from NJDEP. Additional tasks beyond those included in this Scope of Services may also be required to obtain closure, however, Pennoni is confident that the line items contained herein are necessary to advance the overall project.

SCOPE OF SERVICES

I. LANDFILL DELINEATION

A. MINOR DISRUPTION PERMIT APPLICATION

Pennoni will prepare a NJDEP Bureau of Solid Waste Permitting, Solid Waste Facility Permit Application Form to notify the NJDEP of our intent to investigate the former landfill as part of the phase closure plan. The Permit Application will include a letter describing the extent of operations, purpose of disruption, means and methods to cover and remove Investigation Derived Wastes (IDW), odor and gas controls, rodent, insect, fire, dust, and litter controls, hazardous waste handling and reporting procedures, and a schedule of activities. The application will also include a site plan showing the location of proposed test pits, vapor samples, groundwater samples, and other investigation related details. Pennoni will also prepare and submit a Site-Specific Health and Safety Plan (HASP) consistent with the proposed disturbance plans that will meet or exceed OSHA's HASP requirements for the project.

B. OFF-SITE ACCESS REQUESTS & ROAD OPENING PERMITS

To complete groundwater delineation and waste delineation activities, off-site access will be required based on prior groundwater analytical data from site wells and review of historic aerial photographs which indicate buried wastes are located off-parcel, to the south, east and west of Field #4. Pennoni assumes that the water-line observations of waste are sufficient for the northern waste boundary.

Accordingly, Pennoni will retain the services of a Licensed Contractor to prepare the applicable permit applications and oversee the traffic control required to conduct the investigations. Since the extent of off-site investigations is not yet known, an allowance for these services is provided in this contract to be drawn down on as necessary to conduct the investigations off-site. We estimated the below allowance includes up to 2 full days of traffic control along with applications for applicable permits to conduct the off-site investigations.

C. LANDFILL DELINEATION AND ENVIRONMENTAL SAMPLING

Prior landfill investigations were limited to Field #4 and as a result, have not successfully delineated the waste boundaries for the entirety of the former landfill. In accordance with NJDEP's requirements to delineate the waste boundaries prior to submission of a phase closure plan, Pennoni proposes to advance a mix of test pits and soil borings at the site and vicinity as shown on the proposed plan which will be included in Task I-A above.

Based on our review of historic aerial photographs, solid waste at the former facility is expected to extend to Rancocas Creek to the north, Reeder Ave to the west, Monroe Street to the south, American Legion Drive to the southeast and the Rancocas Tributary to the east. These findings are somewhat consistent with NJDEP's mapping of historic fill at the site.

Characterization and Vertical Delineation of Solid Waste

To characterize and vertically delineate solid waste on the remaining portions of the property which were not included in prior investigations, Pennoni proposes to advance up to 5 test pits utilizing a backhoe or similar. During investigations, one of Pennoni's field staff will inspect the borings and test pits for solid waste, record soil boring / test pit logs including a description of the waste observed and depths and document the capping surface thickness in waste disposal areas.

If the bottom of waste is not located during test pitting, up to 3 additional soil borings are included in this task. Borings will be advanced to a minimum depth of 20' below the waste line or a maximum of 35' below grade. No samples for laboratory analysis are proposed at this time.

A handheld 4 gas meter will be utilized during the landfill investigations and test pits will be screened during investigations. The 4 gas meter results will be documented in field notes and provided in test pit logs that will be included in the Minor Disturbance Report.

Horizontal Delineation of Solid Waste

To delineate solid waste horizontally, Pennoni proposes to oversee a subcontracted firm advanced up to 10 soil borings to a minimum depth of 15' below grade. The borings are proposed to be advanced along the roadways and edge of property based on aerial photographs indicating the historic waste boundaries did not extend past those areas. If delineation is not completed, additional borings / attempts will be made during the off-site monitoring well installation activities (see below)

If no waste is observed in the soil boring, one soil sample will be collected from each of the delineation points and will be submitted under chain of custody procedures to a NJDEP certified laboratory for Full TCL/TAL analysis plus EPH and pH. The results of the investigation will be utilized to document delineation of landfill contaminants in addition to solid waste. Following collection of samples, the soils will be returned to the boring and the holes will be filled with fill to grade and patched in-kind (i.e., grass, asphalt, concrete)

Up to 10 soil borings and 10 TCL/TAL Plus EPH soil samples are proposed for laboratory analysis. A handheld 4 gas meter will be utilized during the landfill investigations and borings will be screened during investigations. The 4 gas meter results will be documented in field notes and provided in soil boring logs that will be included in the Minor Disturbance Report.

Groundwater Delineation

Five permanent monitoring wells were installed in / around Field #4 during prior investigations. To delineate groundwater impacts observed at the former landfill, Pennoni proposes to have a sub-contracted well drilling firm install up to 4 additional permanent monitoring wells in areas outside of the waste limits defined by the above investigations. One monitoring well will be installed on the northwestern portion of the site parcel, one will be installed west of Reeder Avenue, one will be installed south of the waste boundary, and one will be installed along the eastern parcel boundary.

The monitoring wells will be constructed of 2" PVC, flush mounted, and finished with a manway set in concrete. The wells will be purged until clear, and the wells will be allowed a minimum of two weeks to equilibrate prior to sampling.

Investigation Derived Waste (IDW) will be generated from the monitoring well installation activities in the form of well cuttings which will be placed in properly labeled 55-gallon steel drums for subsequent disposal. Since the disposal fees and quantity of IDW is unknown until the investigations / installation are completed, Pennoni has included an Allowance for IDW as a separate phase, with estimated fees based on our understanding of the project and prior experience. Purge water will be discharged to the ground unless hazardous materials or free product is observed, at which point purge water will be drummed for subsequent disposal.

Installation activities are expected to be completed within two (2) 8-hour field days.

Off-Site Groundwater Delineation and 1 Limited Groundwater Monitoring Event (if required)

If waste limits extend beyond the site parcel(s), and groundwater is not delineated by the above monitoring well installations, Pennoni proposes to oversee a sub-contracted well drilling firm install up to three (3) off-site delineation monitoring wells. The monitoring wells will be constructed of 2" PVC, flush mounted, and finished with a manway set in concrete. The wells will be purged until clear and the wells will be allowed a minimum of two weeks to equilibrate prior to sampling. IDW will be generated from the monitoring well installation activities in the form of well cuttings which will be placed in properly labeled 55-gallon steel drums for subsequent disposal under a separate task. Purge water will be discharged to the ground unless hazardous materials or free product is observed at which point, purge water will be drummed for subsequent disposal.

After a minimum of two weeks following installation, Pennoni will purge and collect samples from each of the newly installed monitoring wells in addition to the existing 5 wells in the network. Sampling will be conducted

in general accordance with the NJDEPs Field Sampling Procedures Manual (FSPM). Samples will be placed in a cooler on ice and transferred under chain of custody procedures to a NJDEP certified laboratory for TCL+TICs/TAL, ammonia-N, nitrate-N, and total dissolved solids (TDS) analysis.

Monitoring Well Survey

The monitoring wells will be surveyed by a NJ Licensed Surveyor and appropriate Monitoring Well Forms will be prepared and submitted to the NJDEP to document the wells. The surveys will be utilized to prepare groundwater contour plans indicating the groundwater flow direction at the site.

Monitoring Well Sampling – 1 Baseline Event – 9 Monitoring Wells

After a minimum of two weeks following installation, Pennoni will purge and collect samples from each of the newly installed monitoring wells in addition to the existing 5 wells in the network. Sampling will be conducted in general accordance with the NJDEPs Field Sampling Procedures Manual (FSPM). Upon completion of sampling activities, samples will be placed in a cooler on ice and transferred under chain of custody procedures to a NJDEP certified laboratory for TCL+TICs/TAL, ammonia-N, nitrate-N, and total dissolved solids (TDS) analysis. Field and Trip Blanks

This estimated fee includes an assumption that a total of up to 9 monitoring wells will be purged and sampled. If the results of sampling and analysis indicate that delineation is not complete, off-site monitoring wells will be installed and sampled under a separate task.

Vapor Point Installation and Sampling

To evaluate landfill gas generation in areas of waste that were not previously investigated, Pennoni proposes to oversee installation of five (5) temporary vapor points. Points will be installed with a maximum of 5' of screen, constructed of ¾" PVC or similar, and will be screened with Morie #1 or #2 sand with bentonite seals. Prior to sampling, the vapor points will be purged and appropriate pressure/monitoring data will be collected.

A handheld methane gas monitor will be utilized to screen the prior to purging or collection of a sample. When purging is complete, one sample will be collected from each point utilizing a 1-liter summa canister and flow controller set to collect a 5-minute sample. Upon completion of sampling, the canisters will be stored and shipped under chain of custody procedures to a NJDEP Certified Laboratory for TO-15LL samples for analysis.

Following installation, Pennoni will conduct a monitoring event include the collection and analysis of up to 6 air samples for volatile compounds via TO-15LL methods in addition to methane analysis. One ambient sample will also be collected for QA/QC purposes.

Minor Disruption Report

Upon completion of the above investigations, a Minor Disruption Report will be prepared which summarizes and documents the scope of investigations, means, methods of investigations, summary of analytical data, summary of delineation findings, description of wastes and locations, findings of investigations and conclusions, which will be submitted to the NJDEPs Bureau of Solid Waste Permitting for approval. The report will be certified by a NJ Professional Engineer (PE) and will be the basis for the proposed Phased closure of the Whomsley Landfill which will allow for conducting closure and improvements on Field #4.

IDW (waste handling)

Upon completion of the above investigations, IDW generated will be stored in closed 55-gallon steel drums for subsequent disposal. Since the number of drums and classification of wastes are to be determined, Pennoni has provided the below allowance based on our experience with similar projects and the IDW generated and classified at this site during previous investigations.

This allowance includes disposal of up to 4 steel 55-gallon drums, which will be composed of well cuttings generated from monitoring well installation activities. This allowance also includes \$750 for sample analysis, if characterization of waste is required prior to landfill / disposal acceptance.

II. CLOSURE AND POST CLOSURE CARE PLAN

A landfill Closure and Post-Closure Care Plan (Closure Plan) is an engineering report which will be prepared pursuant to N.J.A.C 7:26-2A.9, and generally consists of a written program to meet the NJDEP requirements of proper landfill closure. Items addressed by the Closure Plan include the following:

- Landfill cap design
- Ground cover and side slope maintenance
- Run-off control
- Groundwater monitoring and well maintenance
- Landfill Gas Collection and Control System maintenance
- Hydrogen sulfide and methane monitoring
- Leachate collection
- Facility access control
- Site conformance to surrounding area
- Closure schedule
- Opinion of costs
- Post closure financial plan defining funding of each phase of the closure

Phase 1 of the closure is specific to the Turf Field area and will be the initial stage of closure. The Closure Plan will clearly define the boundaries and schedule of each Phase of the overall closure. The Closure Plan will be developed in collaboration with the Township as compliance with all aspects of the Closure Plan will be the long-term responsibility of the Township.

III. LANDFILL GAS COLLECTION AND CONTROL SYSTEM DESIGN

A. MODEL LANDFILL GAS GENERATION RATE

Pennoni will use available data to model the Landfill Gas (LFG) composition and generation rate by utilizing the Landfill Gas Emissions Model (LandGEM) developed by the United States Environmental Protection Agency (EPA) and accepted by NJDEP. This model will provide an estimate of total LFG generation over time and will approximate annual emission rates of methane, hydrogen sulfide, volatile organic compounds, and many other individual constituents. The results of this model will be validated against available historical data collected in previous site investigations. The information obtained from this model will be necessary for the design of a Landfill Gas Collection and Control System (LGCCS) as well as to determine what type of air permit will be applicable to the facility.

B. PRE-DESIGN MEETING AND COMMUNICATION WITH NJDEP

Pennoni will utilize the results of the Landfill Gas Generation Model conducted in Task III-A above to develop a conceptual LGCCS design approach for presentation to the NJDEP. The objective of this task is to obtain informal acceptance of the proposed design concept and to request that NJDEP define their expectations, reporting requirements, and to identify any unanticipated regulatory constraints that may pertain to this site development.

Pennoni will develop a preliminary conceptual design and conduct up to two (2) teleconferences with the NJDEP. Onsite meetings and meetings in Trenton, NJ are not anticipated to be required for this Task. Should the NJDEP determine that the overall design effort must be substantially revised, Pennoni will provide a revised proposal or Additional Services Request (ASR) for Township consideration. Substantial revision to the concept design approach may include soil or LFG analytical evaluations, LFG (including individual constituents) generation rate measurements or quantitative evaluations, extraction well pump testing and/or radius of influence testing, or LFG treatment or emission control devices not explicitly included in LGCCS Design task below.

C. LANDFILL GAS COLLECTION AND CONTROL SYSTEM DESIGN ENGINEERING

Pennoni will evaluate the results of the Landfill Gas Generation Model (Task III-A), available site environmental background information, and the information obtained from NJDEP during the Pre-design meeting to design a Landfill Gas Collection and Control System (LGCCS) for installation at the site. The scope of this task is limited to the proposed turf field area (Phase 1) only. The design of a LGCCS for the remainder of the waste containing area of the site outside of the turf field area will be proposed under a separate scope

New Jersey regulations require that LGCCS are designed and constructed to prevent and control the migration of LFG off-site as well as:

- Prevent and control the accumulation of methane concentrations in any structure
- Prevent and control damage to vegetation beyond the perimeter of the property on which the sanitary landfill is located.
- Contain malodorous gaseous emissions on-site

The LGCCS will be designed to collect LFG generated within the waste layer of the landfill and safely vent it to the atmosphere. The system will consist of LFG collection, conveyance, and venting systems. A series of LFG extraction wells will be designed to be installed in a matrix across the landfill site. The extraction wells will be "Passive" meaning that LFG will vent from the subsurface through the LGCCS by natural mechanisms and will not be mechanically extracted from the waste layer with blowers or other equipment. Should the NJDEP determine that an active system (mechanical extraction system) or emission controls are required for this site, this task will be modified by a revised proposal, Change Order, or Additional Services Request (ASR) to facilitate the additional engineering necessary to properly design those systems

1. Schematic Design

- a. Attend up to one (1) virtual coordination meeting up to two (2) hours in duration to review the features and requirements of the project and to discuss alternatives for the LGCCS system(s)
- b. Prepare schematic design plans showing the LGCCS system(s)
- c. LGCCS plans will be based on Site Designs created by Pennoni and/or others provided by the Township

2. Design Development

- a. Attend up to one (1) virtual coordination meeting up to two (2) hours in duration to review the features and requirements of the project and to discuss alternatives for the LGCCS system(s)
- b. Further develop the LGCCS drawings indicating the information and details for the selected system(s), in coordination with the site design for the purposes of developing construction cost estimates by others.
- c. Prepare LGCCS system specifications

3. Construction Documents

- a. Provide pertinent LGCCS Contract Drawings including plans, details, specifications and general notes to be utilized for Contractor bids and construction

Multiple permits are likely to be required for the installation and operation of the LGCCS as described herein. Permitting (aside from the Air Permit described in Task IV below) is not included in this scope of work

D. BID AND AWARD PHASE

1. Provide a set of signed and sealed LGCCS drawings and specifications for permitting and bids
2. Provide technical criteria, written descriptions and design data (as needed) for the Township's use in filing applications for permits or obtaining approvals of governmental authorities as having jurisdiction to approve the design of the Project and to assist the Township in consultations with appropriate authorities
3. Issue addenda, as appropriate, to interpret or clarify the Bid Documents

4. Respond to Contractor's questions and Requests for Information.
5. Consult with and advise the Township on the acceptability of Contractor(s) and/or proposed Subcontractor(s) for those portions of the service for which such acceptability is required by the Bid Documents.
6. Consult with and advise the Township on the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bid Documents

E. CONSTRUCTION PHASE

1. Pennoni will attend one (1) virtual pre-construction meeting up to two hours in duration
2. Review shop-drawing submittals of the LGCCS work only Shop drawing review will be limited to determining general conformance with the information given and the design concepts expressed in the LGCCS Contract Documents. The shop drawing review is not for the purpose of determining the accuracy and completeness of dimensions and quantities. This proposal is based on performing a maximum of two (2) reviews for each shop drawing Shop drawings submitted more than two times for approval will be reviewed on an hourly basis as an additional service
3. Conduct site visits, upon request, at various stages of construction, and as Pennoni deems appropriate, to observe the progress and quality of the LGCCS work. Such observations shall not be construed as exhaustive or continuous inspection of the work. Based on information obtained during site visits and observations, Pennoni will endeavor to determine if the work is proceeding generally in accordance with the Contract Documents We will inform you of the progress of the work observed during our site visits by the issuance of Construction Field Reports. Up to three (3) site visits are included in this task Additional site visits, if required, will be charged on a Time and Materials basis
4. Respond to written requests for information (RFIs), within seven days related to Pennoni LGCCS design only, from the Construction Manager to clarify the scope of service during construction and to convey design intent.
5. Upon completion of construction, review as-built drawings prepared by the Contractor

IV. AIR PERMIT APPLICATION

New Jersey regulations require that significant sources of air contaminants obtain a Preconstruction Permit (PCP) and an Operating Certificate to maintain compliance with air quality regulations N J A C 7 27-8 2(c)(17) specifically addresses the venting of LFG from a dump or landfill

Two types of air permit may be applicable to this facility and the LFG emission rate determined in Task III-A (Model Landfill Gas Generation Rate) above will dictate which is required A facility subject to Title V requirements may elect to apply for a PCP first in the interest of expediting the issuance of a permit Within 12-months of the issuance of that PCP, the facility must then apply for a Title V Operating Permit and the conditions of the PCP will be incorporated into the Title V Operating Permit

Preconstruction Permit and Operating Certificate (State Only Permit)

- Required for Significant Sources as described above. If the facility is subject to Title V requirements and opts to first apply for the Title V Operating Permit described below then the PCP is not required, however, the facility may not operate until the Title V permit is issued.
- Reduced NJDEP issuance timeline. Approximately 3-9 months under NJDEP review

Title V Operating Permit (Federal Operating Permit)

- Required for facilities with potential methane emissions > 100 tons per year
- Long NJDEP review timeline: Approximately 1-2 years under NJDEP review

Based on the size and age of the landfill, a PCP is anticipated to be the permitting mechanism required for this project. The fee shown for this task is for the assembly and submittal of a PCP application only Application fees

are the responsibility of the Township and are not included in the fee shown. Should it be determined following the execution of this contract that a Title V permit is required, this task will be modified by a revised proposal or Change Order Additional Services Request (ASR) to support the additional effort necessary for the assembly of the Title V application.

A. PRECONSTRUCTION PERMIT APPLICATION

1. Supporting information will be requested from the Township in support of the PCP application
2. Assemble and submit a Facility ID request to NJDEP.
3. Assemble and provide to Township a Radius Certification Authorization form for submittal to NJDEP
4. Evaluate if facility emissions exceed the State-of-the-art (SOTA) thresholds. Should the calculated PTE exceed the SOTA threshold for one or more of the anticipated air contaminants, Pennoni will complete a SOTA analysis to determine what, if any, emission controls may be feasible for implementation at the facility.
5. Compile the PCP application package utilizing the NJDEP Radius software and digitally submit on the Township's behalf.
6. Provide responses (up to two) to NJDEP inquiries as applicable.
7. It is assumed that the Environmental Justice (EJ) regulations codified in N.J.A.C. 7.1C are not applicable to this facility. The completion of EJ related activities and associated submittals are not included in this scope of work. Should it be determined during the application process that the EJ regulations do apply to the facility, Pennoni will provide a separate proposal to assist the Township in meeting those applicable requirements.
8. It is assumed that an Air Quality Impact Analysis (AQIA) or a Risk Assessment as codified in N.J.A.C. 7.27-8.5 will not be required as part of the PCP application. Activities related to the AQIA/Risk Assessment are not included in this scope of work. Should it be determined during the application process that these activities do apply/are required for the facility, Pennoni will provide a separate proposal to assist the Township in meeting those applicable requirements.

SCHEDULE

In an effort to keep the project on schedule, we have completed the Minor Disruption Permit Application submission (See I A below) and are awaiting a response from DEP. We will coordinate with the Township to schedule the additional services in a manner to facilitate construction of the turf field project (Phase 1)

FEE

Our total estimated fee for the landfill closeout is \$198,000.00 and can be phased. The first activities will be the Landfill Delineation (\$97,000.00) broken down as follows:

I. LANDFILL DELINEATION

A	Minor Disruption Permit Application	\$ 4,300.00
B	Off-Site Access Requests & Road Opening Permits	\$ 8,000.00
C	LANDFILL DELINEATION AND ENVIRONMENTAL SAMPLING	
	Characterization and Vertical Delineation of Solid Waste	\$10,500.00
	Horizontal Delineation of Solid Waste	\$13,000.00
	Groundwater Delineation	\$15,500.00
	Off-Site Groundwater Delineation and Limited Groundwater Monitoring Event	\$14,400.00
	Monitoring Well Survey	\$ 4,000.00
	Monitoring Well Sampling - 1 Baseline Event - 9 Monitoring Wells	\$14,000.00
	Vapor Point Installation and Sampling	\$ 4,400.00
	Minor Disruption Report	\$ 5,000.00
	IDW	\$ 4,400.00
	Landfill Delineation Total	\$97,500.00

II. CLOSURE AND POST CLOSURE CARE PLAN	\$19,000.00
III. LANDFILL GAS COLLECTION AND CONTROL SYSTEM DESIGN	\$61,000.00
IV. AIR PERMIT APPLICATION	\$20,500.00
Total Estimated Fee	
	\$198,000.00

Please contact us with any questions

Sincerely,

PENNONI ASSOCIATES INC.



Hugh J. Dougherty, PE, CME
Township Engineer



Andrew W. Zjawin, LSRP
EHS Division Manager

Attachment(s) Location Map,

cc Susan Dydek, RMC
Michael Mansdoerfer, CFO
Ken Shine, Pennoni

\\Pennoni Com\Data\Accounts\RSTPX\RSTPX23006 - Whomsley Field Turf Field U DEP Permitt\ADMIN\CONTRACT\ADDTL SVCS\Landfill Closure\Proposal - Whomsley Field Landfill Closure Docx

RESOLUTION 2025 - #39
HANDICAPPED PARKING SPACE APPROVAL

WHEREAS, pursuant to Riverside Township Code, Chapter 419-48, et seq., the Riverside Township Committee has reviewed requests for handicapped parking spots; and

WHEREAS, the Township Police Department has reviewed the requests and determined that there is sufficient on-street parking to honor this request; and

WHEREAS, the Township Committee has the authority to honor these requests by Resolution pursuant to Chapter 419-51B.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Riverside that resident handicapped on-street parking spots are authorized at:

<u>Street</u>	<u>Street Number</u>	<u>Name of Requestor</u>
Jefferson Street	122	Sherry Karabell Police Dept. Approved

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

Resolution 2025-#40

A Resolution of the Township of Riverside authorizing the approval to submit a grant application and execute grant contract with the New Jersey Department of Community Affairs for the Local Recreation Improvement Grant Fiscal Year 2025 for the Whomsley Field Improvement Project Phase I.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Riverside formally approves the grant application and the proposed plan for the above stated project.

BE IT FURTHER RESOLVED, that the Mayor and/or Township Administrator are hereby authorized to submit the grant application to the Department of Community Affairs on behalf of Riverside Township.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Riverside Township and that their signatures constitute acceptance of the terms and conditions of the grant and approves the execution of the grant agreement.

RESOLUTION 2025 - #41
PROFESSIONAL SERVICE CONTRACTS

WHEREAS, the Township of Riverside has authorized funding for the FY 2024 NJDOT Municipal Aid Grant for the Second Street, North Fairview Street and Polk Street Improvements; and

WHEREAS, the Township of Riverside has authorized funding for the FY 2025 NJDOT Municipal Aid Grant for the Sylvan Street, Pavilion Avenue and Little Avenue Improvements; and

WHEREAS, these projects will require professional engineering services; and

WHEREAS, the Township of Riverside has appointed Pennoni Engineering as the Engineer for the year 2025; 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:

FY 2024 NJDOT Municipal Aid Grant for the Second Street, North Fairview Street and Polk Street Improvements:

1. Task 1 – Design and Bidding -	\$20,000.00
2. Task 2 – Construction Phase Services -	\$38,000.00
3. Task 3 - Sidewalk Inspection Report -	\$ 2,000.00
4. Task 4 – Grant Administration -	\$ 3,000.00

Total \$63,000.00

FY 2025 NJDOT Municipal Aid Grant for the Sylvan Street, Pavilion Avenue and Little Avenue Improvements:

1. Task 1 – Design and Bidding -	\$39,000.00
2. Task 2 – Construction Phase Services -	\$40,000.00
3. Task 3 - Sidewalk Inspection Report -	\$ 2,000.00
4. Task 4 – Grant Administration -	\$ 3,000.00

Total \$84,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget in the amount of \$63,000.00 for the for the FY 2024 NJDOT Municipal Aid Grant for the Second Street, North Fairview Street and Polk Street Improvements Project; and

BE IT FURTHER RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget in the amount of \$84,000.00 for the for the FY 2025 NJDOT Municipal Aid Grant for the Sylvan Street, Pavilion Avenue and Little Avenue Improvements; and

BE IT FURTHER RESOLVED, that the Certification of Funds from the Chief Financial Officer shall be available 20 days from the date of publication of Ordinance 2025 - #3 at which time any funds associated with the services of this project may be payable.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.



Susan Dydek, RMC
Riverside Township Clerk



January 24, 2024

RSTPX 24008P

Sent via Email and Regular Mail

Township of Riverside
Attn: Meghan O. Jack, Township Administrator
PO Box 188
Riverside, NJ 08075

RE: TOWNSHIP OF RIVERSIDE
PROPOSAL FOR PROFESSIONAL SERVICES
FY2025 NJDOT MUNICIPAL AID GRANT
SYLVAN STREET, PAVILION AVENUE, AND LITTLE AVENUE IMPROVEMENTS

Dear Meghan

In connection with the referenced project, we understand that the Township has been awarded NJDOT FY2025 Municipal Aid funding in the amount of \$297,080.00. We understand that the project will include paving improvements for Sylvan Street (from Pine Street to Bridgeboro Street), Little Avenue (from Smith Street to Lichtenthal Street), and Pavilion Avenue (from South Fairview Street to the Railroad).

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

SCOPE OF SERVICES

Task 1 - DESIGN AND BIDDING

Topographic survey and drainage/utility pipe evaluations are not included in this scope.

We will review the field conditions and determine the need for inlet repairs, specific curb replacements, and other incidental work required for a complete pavement surface improvement construction project.

We will develop plans and project specifications to include a Base Bid (Sylvan Street and Little Avenue) and Add Alternate (Pavilion Avenue).

We will provide for Railroad coordination as needed for the Pavilion Avenue work.

We will advertise the project and provide the Township with the ad affidavit.

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

Task 2 - CONSTRUCTION PHASE SERVICES

We will apply for a Soil Erosion and Sediment Control Certification on behalf of the Township. Application fees are not included in our fee.

We will prepare and administer contracts for execution by the Township and contractor.
We will coordinate and conduct the contractor pre-construction meeting.

We will assist in coordinating and conducting the resident pre-construction meeting.

We will conduct inspections and site visits as needed to ensure that construction is proceeding as specified in the Contract Documents and as shown on the Contract Plans.

We will conduct site meetings with the contractor as necessary

We will coordinate the construction with the residents

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

Task 3 – SIDEWALK INSPECTION REPORT

We will inspect the sidewalks within the project limit for trip hazards and issue a detailed report with location plans

Task 4 – GRANT ADMINISTRATION

We will assemble and prepare documentation required by NJDOT for the various PMRS system submissions including Railroad review for the Pavilion Avenue activities, and coordinate with Township staff as needed when action milestones are due

SCHEDULE

We are prepared to begin upon written authorization and anticipate NJDOT submission in May approval to advertise in June, and award in July/August

FEE

Our estimated fee and project budget are as follows

Task 1 - Design and Bidding	\$ 39,000.00
Task 2 - Construction Phase Services	\$ 40,000.00

Total Engineering Fee:	\$ 79,000.00 (14 % of total estimated construction)
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Task 3 - Sidewalk Inspection Report	\$ 2,000.00
Task 4 - Grant Administration	\$ 3,000.00

Requested Purchase Order amount	\$ 84,000.00
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Estimated Construction Cost	\$ 561,955.00
Contingency	\$ 54,045.00

Estimated Total Project Cost.	\$ 700,000.00
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Please feel free to contact us with any questions

Sincerely,

PENNONI ASSOCIATES INC.



Hugh J. Dougherty, PE, CME
Township Engineer



Kenneth J. Shine
Project Manager

cc's via Email

Michael Mansdoerfer, CFO
Susan Dydek, RMC
Sean Raday, PE, CME, Pennoni



RSTPX 24008P

Township of Riverside
NJDOT FY2025 MUNICIPAL AID
SYLVAN STREET PAVILION AVENUE AND LITTLE AVENUE IMPROVEMENTS
ENGINEER'S ESTIMATE OF PROBABLE PROJECT COSTS

January, 2025

BID ITEM		Engineer's Estimate		
Item #	Description	Quantity	Unit Price	Total
BASE BID				
Sylvan Street (Pine Street to Bridgeboro Street)				
1	Variable Depth Mill, 2" Min.	4,000 SY	\$8.00	\$32,000.00
2	HMA 9.5M64 Surface Course, 2" Thick	1,000 SY	\$18.00	\$18,000.00
3	Pavement Restoration, 8" Thick (If and Where Directed)	390 SY	\$15.00	\$5,850.00
4	Vertical Concrete Curb (Remove and Replace, If and Where Directed)	315 LF	\$50.00	\$15,750.00
5	Concrete Driveway Apron, 6" Thick (If and Where Directed)	1,120 SF	\$22.00	\$24,640.00
6	Asphalt Driveway Apron, 2" Thick	5 SY	\$10.00	\$50.00
7	Handicap Ramp with DWS Inverts, Complete (Includes removal, replacement, curbs, sidewalks, and restorations)	5 UN	\$5,000.00	\$10,000.00
8	Replace "B" Inlet Casting with New "ECO" Head	5 UN	\$1,500.00	\$7,500.00
9	Replace "E" Inlet Casting	1 UN	\$2,500.00	\$2,500.00
10	Tree Removal (If and Where Directed)	2 UN	\$1,500.00	\$3,000.00
SUBTOTAL				\$193,290.00
Little Avenue (Smith Street to Lichtenthal Street)				
1	Variable Depth Mill, Minimum 2" Thick	1,400 SY	\$8.00	\$11,200.00
2	HMA 9.5M64 Surface Course, 2" Thick	1,400 SY	\$18.00	\$25,200.00
3	Pavement Restoration, 8" Thick (If and Where Directed)	100 SY	\$15.00	\$1,500.00
4	Vertical Concrete Curb (Remove and Replace, If and Where Directed)	100 LF	\$50.00	\$5,000.00
5	Handicap Ramp with DWS Inverts, Complete (Includes removal, replacement, curbs, sidewalks, and restorations)	2 UN	\$5,000.00	\$10,000.00
6	Concrete Sidewalk, 4" Thick	600 SF	\$15.00	\$9,000.00
7	Concrete Driveway Apron, 6" Thick	80 SF	\$22.00	\$1,760.00
8	Asphalt Driveway Apron, 2" Thick	5 SY	\$10.00	\$50.00
9	Reconstruct B Inlet	2 UN	\$5,000.00	\$10,000.00
10	Reset Manhole Casting	1 UN	\$400.00	\$400.00
11	Tree Removal (If and Where Directed)	2 UN	\$1,500.00	\$3,000.00
SUBTOTAL				\$87,110.00
BASE BID TOTAL				\$280,400.00
ADD ALTERNATE				
Pavilion Avenue (South Fairview Street to Railroad)				
1	Variable Depth Mill, Minimum 2" Thick	7,300 SY	\$8.00	\$58,400.00
2	HMA 9.5M64 Surface Course, 2" Thick	7,300 SY	\$18.00	\$131,400.00
3	Pavement Restoration, 8" Thick (If and Where Directed)	533 SY	\$15.00	\$7,995.00
4	Vertical Concrete Curb (Remove and Replace, If and Where Directed)	300 LF	\$50.00	\$15,000.00
5	Handicap Ramp with DWS Inverts, Complete (Includes removal, replacement, curbs, sidewalks, and restorations)	1 UN	\$10,000.00	\$10,000.00
6	Concrete Sidewalk, 4" Thick (If and Where Directed)	600 SF	\$15.00	\$9,000.00
7	Concrete Driveway Apron, 6" Thick	400 SF	\$22.00	\$8,800.00
8	Reset Manhole Casting	10 UN	\$400.00	\$4,000.00
9	Reset Valve Box (If and Where Directed)	10 UN	\$150.00	\$1,500.00
10	Thermoplastic Striping, White, 4" Wide	1,480 LF	\$1.00	\$1,480.00
11	Thermoplastic Striping, Double Yellow, 4" Wide	335 LF	\$6.00	\$2,010.00
12	Thermoplastic Striping, White, 3" Wide	150 LF	\$1.00	\$150.00
13	Thermoplastic Striping, White, 24" Wide	70 LF	\$8.00	\$560.00
ALTERNATE TOTAL				\$281,555.00
ESTIMATED CONSTRUCTION COST				\$561,955.00
Design and Bidding				\$19,000.00
Construction Inspection				\$10,000.00
Sidewalk Inspection Report and Grant Administration				\$5,000.00
Contingency				\$54,045.00
Total Cost				\$700,000.00
<p>This estimate was developed in consideration of the prevailing wage and requirements of the State of New Jersey, prevailing wages.</p> <p>By: <i>[Signature]</i> PE, CMF, Township Engineer Not a Licensed Professional Engineer No. 11011</p>				
By: <i>[Signature]</i> PE, CMF, Township Engineer				\$247,040.00



January 23, 2025

RSTPX 24007P

Sent via Email and Regular Mail

Township of Riverside
Attn: Meghan O. Jack, Township Administrator
PO Box 188
Riverside, NJ 08075

RE: TOWNSHIP OF RIVERSIDE
PROPOSAL FOR PROFESSIONAL SERVICES
FY2024 NJDOT MUNICIPAL AID GRANT
SECOND STREET, NORTH FAIRVIEW STREET, AND POLK STREET IMPROVEMENTS

Dear Meghan

In connection with the referenced project, we understand that the Township has been awarded NJDOT FY2024 Municipal Aid funding in the amount of \$195,840. We understand that the project will include drainage pipe and paving improvements on North Fairview Street from County Route 543 (Saint Mihiel Drive) to Monroe Street. We appreciate the opportunity to serve the Township and we have developed the following scope of services:

SCOPE OF SERVICES

Task 1 – DESIGN AND BIDDING

The topographic survey and drainage pipe replacement design were completed separately and will be incorporated into this project.

We will review the field conditions and determine the need for specific curb replacements, tree removals, and other incidental work required for a complete construction project.

We will prepare Traffic Control Plans for the contractor's use to obtain County permitting.

We will finalize plans for proposed improvements, including new ADA curb ramps at Monroe Street, for bid plans and specifications. **This project does not include replacing the curb ramps at the County intersection.**

We will advertise the project and provide the Township with the ad affidavit.

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

Task 2 – CONSTRUCTION PHASE SERVICES

We will apply for a Soil Erosion and Sediment Control Certification on behalf of the Township. Application fees are not included in our fee.

We will prepare and administer contracts for execution by the Township and contractor.

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

We will assist in coordinating and conducting the resident pre-construction meeting.

We will conduct inspections and site visits as needed to ensure that construction is proceeding as specified in the Contract Documents and as shown on the Contract Plans.

We will conduct site meetings with the contractor as necessary

We will coordinate the construction with the residents

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

Task 3 – SIDEWALK INSPECTION REPORT

We will inspect the sidewalks within the project limit for trip hazards and issue a detailed report with location plans

Task 4 – GRANT ADMINISTRATION

We will assemble and prepare documentation required by NJDOT for the various PMRS system submissions and coordinate with Township staff as needed when action milestones are due

SCHEDULE

The drainage pipe replacement improvements on North Fairview Street were designed in 2024 as a separate project that will now be included in a single improvement project. We are proceeding with design of the roadway improvements and anticipate NJDOT submission in April, approval to advertise in May, and Award in June.

FEE


Our estimated fee and project budget are as follows:


Task 1 – Design and Bidding	\$ 20,000.00
Task 2 – Construction Phase Services	\$ 38,000.00
Total Engineering Fee:	\$ 58,000.00 (15% of total estimated construction)
Task 3 – Sidewalk Inspection Report	\$ 2,000.00
Task 4 – Grant Administration	\$ 3,000.00
Requested Purchase Order amount	\$ 63,000.00
Estimated Construction Cost	\$420,940.00
Contingency	\$ 41,060.00
Estimated Total Project Cost:	\$525,000.00

Please feel free to contact us with any questions.

Sincerely,

PENNONI ASSOCIATES INC.


Hugh J. Dougherty, PE, CME
Township Engineer


Kenneth J. Shine
Project Manager

cc's via Email

Michael Mansdoerfer, CFO
Susan Dydek, RMC
Sean Raday, PE, CME, Pennoni



RSTPX 24007P

 Township of Riverside
 NJDOT FY2024 MUNICIPAL AID

January 2025

 SECOND STREET NORTH FAIRVIEW STREET, AND POLK STREET IMPROVEMENTS
 ENGINEER'S ESTIMATE OF PROBABLE PROJECT COSTS

BID ITEM			Engineer's Estimate	
Item #	Description	Quantity	Unit Price	Total
North Fairview Street (County Route 543 to Monroe Street)				
1	Variable Depth Mill, Minimum 2" Thick	2,700 SY	\$8.00	\$21,600.00
2	HMA 9.5M64 Surface Course, 2" Thick	2,700 SY	\$18.00	\$48,600.00
3	Base Repairs (8" thick HMA Base Course)	700 SY	\$15.00	\$10,500.00
4	Vertical Concrete Curb (Remove and Replace, if and where directed)	500 LF	\$50.00	\$25,000.00
5	Concrete Sidewalk, 4" Thick	35 SY	\$150.00	\$5,250.00
6	Concrete Driveway Apron, 6" Thick	300 SF	\$22.00	\$6,600.00
7	Detectable Warning Surface	24 SF	\$35.00	\$840.00
8	24" HDPE, 6' - 10' Depth	630 LF	\$280.00	\$176,400.00
9	Trench Repair (2G.1 Sand Cement, 6" Thick HMA Base Course)	420 SY	\$200.00	\$84,000.00
10	Manhole Casting	4 UN	\$1,000.00	\$4,000.00
11	Manhole Lining	32 LF	\$1,000.00	\$32,000.00
12	Thermoplastic Line Striping, 6" Wide	350 LF	\$4.00	\$1,400.00
13	Thermoplastic Marking	1 UN	\$750.00	\$750.00
14	Allowance for Asphalt Price Adjustment for Hot Mix Asphalt, if Needed	1 LS	\$2,000.00	\$2,000.00
15	Allowance for Fuel Price Adjustment, if Needed	1 LS	\$2,000.00	\$2,000.00
SUBTOTAL				\$420,940.00
Survey, Design, and Bidding				\$20,000.00
Construction Phase Services				\$38,000.00
Sidewalk Inspection Report and Grant Administration				\$5,000.00
Contingency				\$41,060.00
Total Project Cost				\$525,000.00
This estimate was developed in consideration of the prevailing wage rate requirements of the David Bacon Act and the State of New Jersey Prevailing Wages High J. Dougherty, P.E. Township Engineer N. Registered Professional Engineer No. 31611				

RESOLUTION 2025 - #43
RESOLUTION PROVIDING THE DESCRIPTION OF THE BASIS FOR
DETERMINING RIVERSIDE TOWNSHIP'S FOURTH ROUND AFFORDABLE
HOUSING OBLIGATION, AND THE DETERMINATION OF RIVERSIDE
TOWNSHIP'S FOURTH ROUND PRESENT NEED AND PROSPECTIVE NEED FOR
PROVIDING AFFORDABLE HOUSING

WHEREAS, amendments to the Fair Housing Act, P.L. 1985, c.222 (C.52.27D-301 et al.) were signed into law on March 20, 2024; and

WHEREAS, pursuant to the amended Fair Housing Act, the New Jersey Department of Community Affairs ("Department") issued calculations of regional affordable housing need and municipal obligations; and

WHEREAS, the Department's calculations indicated that Riverside Township's affordable housing obligation consisted of a Present Need of 126 dwelling units and a Prospective Need of 18 dwelling units; and

WHEREAS, after reviewing and analyzing the Department's calculations for Riverside Township's Present Need and Prospective Need for the fourth round of affordable housing obligations, Riverside Township agrees that its fourth round Present Need and Prospective Need to be 126 dwelling units and 18 dwelling units, respectively; and

WHEREAS, according to the amended Fair Housing Act, a municipality shall describe its basis for determining its fourth-round affordable housing obligation and shall determine its fourth round Present Need and Prospective Need in accordance with the formulas established in the Act by resolution adopted on or before January 31, 2025; and

NOW, THEREFORE IT BE RESOLVED, Riverside Township adopts this resolution to:

1. Indicate that Riverside Township's determination of its fourth-round present and prospective fair share obligation for affordable housing obligation is based on its review and analysis of the Department's fourth round affordable housing obligation methodology, and the factors and the calculations the Department utilized to ascertain the Township's fourth round Present Need and Prospective Need.
2. Determine Riverside Township's fourth round Present Need to be 126 dwelling units.
3. Determine Riverside Township's fourth round Prospective Need to be 18 dwelling units.
4. Commit Riverside Township to adopting its fourth-round housing element and fair share plan pursuant to the amended Fair Housing Act on or before June 30, 2025.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be placed in the official minutes of the meeting.

Effective Date: This Resolution shall take effect immediately upon adoption.

Adopted by the Township Committee of the Township of Riverside on this the 27th day of January, 2025.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman				X		
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

5. Resolution 2025 - #33 – A Resolution of the Township of Riverside Awarding the Contract for Animal Control Services.
6. Resolution 2025 - #34 – Appointment of an Emergency Management Coordinator.
7. Resolution 2025 - #35 – Authorization to enter into a Shared Service Agreement with the County of Burlington for Snow Removal 2025-2027.
8. Resolution 2025 - #36 – A Resolution of the Township of Riverside, County of Burlington, State of New Jersey, Creating a Claimant Certification Exemption.
9. Resolution 2025 - #37 – Resolution of the Township of Riverside, County of Burlington, State of New Jersey Authorizing the Application to Obtain a Grant from the Department of Community Affairs.
10. Resolution 2025 - #38 – A Resolution of the Township of Riverside Authorizing and Establishing the Professional Services Budget for the Whomsley Field Landfill Closure Activities.
11. Resolution 2025 - #39 – Handicapped Parking Space Approval.
12. Resolution 2025- #40 - A Resolution of the Township of Riverside authorizing the approval to submit a grant application and execute grant contract with the New Jersey Department of Community Affairs for the Local Recreation Improvement Grant Fiscal Year 2025 for the Whomsley Field Improvement Project Phase I.
13. Resolution 2025 - #41 – Professional Services Contracts.
14. Resolution 2025 - #43 – Resolution Providing the Description of the Basis For Determining Riverside Township's Fourth Round Affordable Housing Obligation, and The Determination of Riverside Township's Fourth Round Present Need and Prospective Need for Providing Affordable Housing.
15. Authorization to update the OSHA handbook and associated policies as is required from time to time by the State of New Jersey's Office of Public Employees' Occupational Safety and Health.
16. Authorization to approve Peddler/Solicitor's License for Joan Schober to sell Mr. Softee soft serve ice cream and frozen novelties.

CORRESPONDENCE:

- 1) State of New Jersey, Department of Transportation – Transportation Alternatives Set-Aside Program Request for Applications.
- 2) Vincent Carrara – Letter of Resignation. **Motion made by Mr. Peditto, seconded by Mr. Kimble to accept the resignation letter submitted by Mr. Carrara carried.**

REPORTS:

Chief Jaensch reported the Police Activity for December 2024: Incidents – 749, Investigations – 65, Adult Arrests Total – 41, Motor Vehicle Summons – 39, Motor Vehicle Accidents – 14, Juvenile Charges – 0, Curfew Violations – 0, Protective Custody – 0, Stationhouse/Curbside Adjustments – 0, Summons for False Alarms – 0, False Alarm Calls – 6, False Alarm Warning Letters – 0. Firearms: Applications given out – 13, applications completed – 10, previous pending – 2, pending – 6, Denied/withdrawn – 2, carry permits - 2.

No questions or concerns were presented.

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

DEPARTMENT OF PUBLIC WORKS:

Mr. Kimble reported the monthly operations:

- Maintain ball fields and parks.
- Maintain all Township properties.
- Leaf Collection - The crew has finished leaf season with the new hook truck.
- Road maintenance.
- Performed miscellaneous work orders.
- John Jenkins commended the Department for the outstanding work cleaning up the snow storm. Mr. Kimble and Mayor Haman agreed that the Department did a great job.

No questions or concerns were presented.

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

DEPARTMENT OF REVENUE AND FINANCE AND ECONOMIC DEVELOPMENT:

Mr. Peditto reported that the first quarter tax bills are due February 1st with a grace period until February 10th. The sewer bills are due February 1st with a grace period through February 28th. The total amount of collections will be reported next month. The Planning Board Reorganization was held on January 13th and the Regular Meeting followed the Reorganization Meeting. The next meeting will be held on February 10th and at the time an application regarding the cell phone towers will be heard. Zoning Applications have been submitted for a bakery at 145 Bridgeboro Street and a barber shop at 44 Scott Street.

DEPARTMENT OF RECREATION:

Ms. Leith deferred her report to Mr. Kimble. Mr Kimble reported that there will be two (5) 5ks this year, one on Memorial Day and one on October 4, 2025. There will be brewery. All of the proceeds will benefit the American Legion Post 146 in Riverside.

DEPARTMENT OF PUBLIC EVENTS:

Mr. Marter had no report.

SOLICITOR'S REPORT:

Solicitor Marmero briefly reviewed the COAH obligation.

ENGINEER'S REPORT:

The Engineer's Report was submitted. No questions or concerns were presented.

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

ADMINISTRATOR'S REPORT:

Administrator Jack reported on the deadlines for the tax and sewer bills, and noted that there was an insert placed in the sewer bills notifying property owners of the sewer bill rate increase and the cap being removed from the second and the third quarter. A post will be put on the Township's website and the social media posts. Street sweeping will resume in April 2025.

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

Motion made by Mr. Kimble and Mr. Peditto to approve all reports carried.

APPROVAL OF BILLS

Motion made Mr. Kimble, seconded by Mr. Leith to approve all bills and expenditures. Upon roll call the vote was as follows: Ayes – Ms. Leith, Messrs. Haman, Kimble, Marter and Peditto. Nays – None. Absent – None. Abstain – None. Motion carried.

Range of Checking Accts: First to Last Range of Check Dates: 12/17/24 to 01/27/25
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01 TO GENERAL		GENERAL ACCOUNT			
19013	12/18/24	AMOS010 AMOS HOLT	200.00	12/31/24	1519
19014	12/18/24	COMCA010 COMCAST	192.97	12/31/24	1519
19015	12/18/24	DAVID080 DAVID JAENSCH	95.95		1519
19016	12/18/24	JOHNJ030 JOHN JENKINS	50.00	12/31/24	1519
19017	12/18/24	MARME010 MARMERO LAW, LLC	4,425.00	12/31/24	1519
19018	12/18/24	NJSAC010 NJSACOP	450.00	12/31/24	1519
19019	12/18/24	PRIME005 PRIMEPOINT LLC	631.20	12/31/24	1519
19020	12/18/24	RIGGI005 Riggins Inc	2,312.21	12/31/24	1519
19021	12/18/24	SAFEG010 SAFEGUARD BUSINESS SYSTEMS INC	199.68	12/31/24	1519
19022	12/18/24	SIRSP010 SIR SPEEDY PRINTING #7061	210.00	12/31/24	1519
19023	12/18/24	T-000014 LEONARDO GROUP INVESTMENTS LLP	2,007.12		1519
19024	12/18/24	T-000015 HONG, NA YOU & JUNG, WON JAE	804.53	12/31/24	1519
19025	12/18/24	WESTE010 WESTERN PEST SERVICES	77.52	12/31/24	1519
19026	12/18/24	WESTE010 WESTERN PEST SERVICES	82.98	12/31/24	1519
19027	12/18/24	XEROX010 XEROX CORPORATION	152.94	12/31/24	1519
19028	12/30/24	ACERB010 ACERBO'S AUTO TRIM<RING LLC	63.00		1520
19029	12/30/24	ATTMO010 AT&T MOBILITY	1,146.24		1520
19030	12/30/24	BPENE005 bp Energy Retail Company LLC	244.82		1520
19031	12/30/24	BURLI085 Dept of Finance-Bd Elections	4,113.89		1520
19032	12/30/24	BURLI100 CLERK of BURLINGTON COUNTY	50.00		1520
19033	12/30/24	CAIDE005 CAIDEN CARUCCI	14.00	12/31/24	1520
19034	12/30/24	CIRCU010 CIRCUS TIME AMUSEMENTS	995.00		1520
19035	12/30/24	COMCA010 COMCAST	185.89		1520
19036	12/30/24	COMCA010 COMCAST	105.84		1520
19037	12/30/24	COMCA010 COMCAST	226.38		1520
19038	12/30/24	JESCO005 Jesco Inc	452.08		1520
19039	12/30/24	JOHNJ030 JOHN JENKINS	133.26		1520
19040	12/30/24	MARME010 MARMERO LAW, LLC	4,081.27		1520
19041	12/30/24	MGLPR010 MGL PRINTING SOLUTIONS	102.00		1520
19042	12/30/24	MUNIC075 MUNICIPAL MAINTENANCE CO	10,543.25		1520
19043	12/30/24	NEWJE130 NEW JERSEY-AMERICAN	266.85		1520
19044	12/30/24	PENNO010 PENNONI ASSOCIATES INC.	9,092.00		1520
19045	12/30/24	RIGGI005 Riggins Inc	4,670.50		1520
19046	12/30/24	RIVER240 RIVERSIDE TOWNSHIP-CURRENT FD	88.17	12/31/24	1520
19047	12/30/24	SCHWE010 SCHWERING'S HARDWARE INC.	11.94		1520
19048	12/30/24	SERVPO10 SERVPRO	19,370.00		1520
19049	12/30/24	SHERW010 SHERWIN-WILLIAMS COMPANY	112.53		1520
19050	12/30/24	SIGNA010 SIGN A RAMA, USA	305.00		1520
19051	12/30/24	STATE030 STATE OF NEW JERSEY-TREASURER	275.00		1520
19052	12/30/24	TONYS005 TONY'S LAWN CARE LLC	18,030.72		1520
19053	12/30/24	WALTE035 WALTER R. EARLE-BURLINGTON INC	430.90		1520
19054	12/31/24	MRJOH010 United Site Services	65.63		1526
19055	12/31/24	MRJOH010 United Site Services	95.63		1526
19056	12/31/24	SCHWE010 SCHWERING'S HARDWARE INC.	36.65		1526
19057	12/31/24	SHERW010 SHERWIN-WILLIAMS COMPANY	286.18		1526
19058	12/31/24	SOUTH025 SOUTH JERSEY WELDING SUPPLY	39.68		1526
19059	12/31/24	TREAS010 TREASURER - BURLINGTON COUNTY	26,315.15		1526
19060	12/31/24	WIREL010 WIRELESS ELECTRONICS	1,678.00		1526
19061	01/04/25	PRINT015 PRINT & MAIL COMMUNICATIONS LL	465.88		1527

January 27, 2025
03:48 PM

TOWNSHIP OF RIVERSIDE
Check Register By Check Date

Page No: 2

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
TD GENERAL	GENERAL ACCOUNT	Continued			
19062	01/15/25	BURLI030 BURLCOJIF	140,915.00		1528
19063	01/15/25	COMCA010 COMCAST	29.90		1528
19064	01/15/25	COMCA010 COMCAST	123.35		1528
19065	01/15/25	COMCA010 COMCAST	106.85		1528
19066	01/15/25	COMCA010 COMCAST	9.97		1528
19067	01/15/25	DAVID080 DAVID JAENSCH	317.16		1528
19068	01/15/25	JACQU005 JACQUELYN DORISIO	25.00		1528
19069	01/15/25	JOHNJ030 JOHN JENKINS	219.53		1528
19070	01/15/25	MANS010 Michael Mansdoerfer	499.00		1528
19071	01/15/25	NETCA010 NETCARRIER TELECOM, INC.	819.31		1528
19072	01/15/25	NETCA010 NETCARRIER TELECOM, INC.	464.63		1528
19073	01/15/25	NETCA010 NETCARRIER TELECOM, INC.	72.80		1528
19074	01/15/25	PSEG0010 PSE&G	14,222.67		1528
19075	01/15/25	PSEG0010 PSE&G	22.29		1528
19076	01/15/25	UGIEN005 UGI ENERGY SERVICES LLC	147.15		1528
19077	01/15/25	UGIEN005 UGI ENERGY SERVICES LLC	365.72		1528
19078	01/15/25	VERIZ040 VERIZON WIRELESS	738.88		1528
19079	01/15/25	XEROX010 XEROX CORPORATION	28.60		1528
19080	01/15/25	XTEL010 XTEL COMMUNICATIONS INC.	67.12		1528
19081	01/27/25	AFTER010 AFTERMATH SERVICES, LLC	400.00		1529
19082	01/27/25	ALLCO010 Konica Minolta Business Sol.	1,100.73		1529
19083	01/27/25	ALLTR005 All Traffic Solutions Inc	1,500.00		1529
19084	01/27/25	ATLAS010 ATLAS FLASHER & SUPPLY CO INC	46.00		1529
19085	01/27/25	ATTMO010 AT&T MOBILITY	1,146.50		1529
19086	01/27/25	BHKEL005 BHK ELECTRICAL LLC	200.00		1529
19087	01/27/25	BLUE3 BLUE360 MEDIA LLC	215.92		1529
19088	01/27/25	BSAFE010 B SAFE LLC	278.07		1529
19089	01/27/25	BUILD030 BUILDING INSPECTION UNDER-	771.40		1529
19090	01/27/25	BURLI05 BC POLICE CHIEFS ASSOCIATION	665.00		1529
19091	01/27/25	COMCA010 COMCAST	105.84		1529
19092	01/27/25	COMCA010 COMCAST	192.97		1529
19093	01/27/25	COMCA010 COMCAST	189.85		1529
19094	01/27/25	COMCA010 COMCAST	229.63		1529
19095	01/27/25	DAVET010 DAVE TRUCK & EQUIPMENT REPAIR	8,649.64		1529
19096	01/27/25	DAVID080 DAVID JAENSCH	369.73		1529
19097	01/27/25	DEJAN010 DEJANA TRUCK & UTILITY	92.77		1529
19098	01/27/25	EDDIE010 EDDIE B. PLUMBING INC	300.00		1529
19099	01/27/25	EDMUN010 EDMUNDS GOVTECH	25,829.76		1529
19100	01/27/25	ENTER010 Enterprise FM Trust	8,106.43		1529
19101	01/27/25	ENVIRO10 ENVIRONMENTAL RESOLUTIONS, INC	6,312.50		1529
19102	01/27/25	GATEH010 GATEHOUSE MEDIA PENNSYLVANIA	96.16		1529
19103	01/27/25	GENERO30 GENERAL CODE, LLC	1,195.00		1529
19104	01/27/25	GOLD010 Goldstar Products Inc	1,493.00		1529
19105	01/27/25	GRAIN010 GRAINGER	32.90		1529
19106	01/27/25	GREAT010 Greatland Corporation	271.00		1529
19107	01/27/25	HERO010 HERO OUTFITTERS LLC	1,125.00		1529
19108	01/27/25	JASIM010 JASMINE B VACCARO	72.00		1529
19109	01/27/25	JCMAS010 JCM ASSOCIATES LLC	677.16		1529
19110	01/27/25	JOHNJ030 JOHN JENKINS	2,624.95		1529
19111	01/27/25	LOWTH010 LOWTHERS SMALL ENGINE INC.	109.34		1529
19112	01/27/25	MARME010 MARMERO LAW, LLC	3,180.00		1529
19113	01/27/25	MGLPRO10 MGL PRINTING SOLUTIONS	326.00		1529

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	TD GENERAL	GENERAL ACCOUNT	Continued		
19114	01/27/25	MRJOH010 United Site Services	65.63		1529
19115	01/27/25	MSMSE020 MSM SERVICE COMPANY	115.06		1529
19116	01/27/25	MUNIC015 MUNICIPAL CLERKS ASSOC OF BC	150.00		1529
19117	01/27/25	MUNID010 MUNIDEX Inc	712.00		1529
19118	01/27/25	MUNIH010 MUNIHUB	500.00		1529
19119	01/27/25	NEWJE090 NEW JERSEY PLANNING OFFICIALS	465.00		1529
19120	01/27/25	NEWJE120 NEW JERSEY STATE ASSOCIATION	275.00		1529
19121	01/27/25	NJDIV020 NJ MOTOR VEHICLE COMMISSION	6.00	01/27/25 VOID	1529 (Reason: Need seperate checks)
19122	01/27/25	NJSTA010 N J STATE LEAGUE OF	130.00		1529
19123	01/27/25	NJSTA010 N J STATE LEAGUE OF	787.00		1529
19124	01/27/25	OJCAR010 O & J CAR REPAIR LLC	101.10		1529
19125	01/27/25	PENNO010 PENNONI ASSOCIATES INC.	736.25		1529
19126	01/27/25	POWER010 POWER DMS INC	4,136.51		1529
19127	01/27/25	PSEG0010 PSE&G	23.23		1529
19128	01/27/25	PUBLI040 PUBLIC WORKS ASSOC OF N.J.	120.00		1529
19129	01/27/25	REGIS010 REGISTRARS' ASSOC. OF N. J.	50.00		1529
19130	01/27/25	RIGGI005 Riggins Inc	0.00	01/27/25 VOID	0
19131	01/27/25	RIGGI005 Riggins Inc	9,050.71		1529
19132	01/27/25	RIVEL005 RIVELL	1,375.91		1529
19133	01/27/25	RIVER170 RIVERSIDE NAPA	327.99		1529
19134	01/27/25	SCHWE010 SCHWERING'S HARDWARE INC.	83.92		1529
19135	01/27/25	SERVI015 SERVICEMASTER BIOCLEAR	300.00		1529
19136	01/27/25	SHERW010 SHERWIN-WILLIAMS COMPANY	348.57		1529
19137	01/27/25	SONJR010 SOUTHERN NJ EMPLOYEE	76,614.00		1529
19138	01/27/25	STATE029 STATE OF NEW JERSEY	182.00		1529
19139	01/27/25	TAXCO020 TAX COLLECTOR AND TREASURERS	150.00		1529
19140	01/27/25	TDBAN010 TD WEALTH	1,050.00		1529
19141	01/27/25	TRASH010 TRASHPRO	5,476.06		1529
19142	01/27/25	TREAS020 TREASURER - BURLINGTON COUNTY	538,322.54		1529
19143	01/27/25	TREAS020 TREASURER - BURLINGTON COUNTY	12,696.71		1529
19144	01/27/25	WESTE010 WESTERN PEST SERVICES	82.95		1529
19145	01/27/25	WESTE010 WESTERN PEST SERVICES	88.79		1529
19146	01/27/25	XEROX010 XEROX CORPORATION	725.75	01/27/25 VOID	1529 (Reason: Reissue Multiple Cks)
19147	01/27/25	SERVP010 SERVPRO	19,370.00	01/27/25 VOID	1534 (Reason: Wrong Account)
19148	01/27/25	NJDIV020 NJ MOTOR VEHICLE COMMISSION	2.00		1535
19149	01/27/25	NJDIV020 NJ MOTOR VEHICLE COMMISSION	2.00		1535
19150	01/27/25	NJDIV020 NJ MOTOR VEHICLE COMMISSION	2.00		1535

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	134	4	997,608.54	20,101.75
Direct Deposit:	0	0	0.00	0.00
Total:	134	4	997,608.54	20,101.75

04	TD CAPITAL	CAPITAL ACCOUNT		
5258	12/30/24	PENNO010 PENNONI ASSOCIATES INC.	23,855.25	1522
5259	01/27/25	BLACK015 Black Rock Enterprises, LLC	241,083.57	1530
5260	01/27/25	PENNO010 PENNONI ASSOCIATES INC.	7,414.00	1530
5261	01/27/25	SERVP010 SERVPRO	19,370.00	1536

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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TD CAPITAL CAPITAL ACCOUNT		Continued			
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	4	0		291,722.82	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	4	0		291,722.82	0.00

12 TD DOG	DOG ACCOUNT				
1707 12/30/24	DOG2014 NJ STATE DEPT. HEALTH	33.00		1524	
1708 01/27/25	GARRITY New Jersey Animal Control LLC	1,165.00		1531	

Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0		1,198.00	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	2	0		1,198.00	0.00

14 TD ESCROW	ESCROW ACCOUNT				
1201 01/27/25	PENNO010 PENNONI ASSOCIATES INC.	1,596.25		1532	
1202 01/27/25	RAYMO010 RAYMOND & COLEMAN HEINOLD LLP	752.00		1532	

Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0		2,348.25	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	2	0		2,348.25	0.00

16PUBLIC DEFEND	AFFORDABLE HOUSING TRUST				
1007 12/30/24	MARME010 MARMERO LAW, LLC	165.00		1525	

Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0		165.00	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	1	0		165.00	0.00

20 TD PAYROLL	PAYROLL ACCOUNT				
598 12/30/24	RIVER190 RIVERSIDE POLICE ASSOCIATION	480.00		1523	

Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0		480.00	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	1	0		480.00	0.00

22 LIEN ACCOUNT	Lien Account				
1652 12/17/24	FIG 20 FIG 20, LLC FBO SEC PTY	1,511.13	12/31/24	1518	
1653 12/17/24	REC FEE BURLINGTON COUNTY CLERK	25.00		1518	

Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0		1,536.13	0.00
Direct Deposit:	0	0		0.00	0.00
Total:	2	0		1,536.13	0.00

28 TD TRUST	TRUST ACCOUNT				
882 12/30/24	RIVER240 RIVERSIDE TOWNSHIP-CURRENT FD	17,344.78	12/31/24	1521	
883 01/27/25	DELRA020 Delran Township	305.80		1533	
884 01/27/25	RIVER240 RIVERSIDE TOWNSHIP-CURRENT FD	13,958.57		1533	

Check #	Check Date	Vendor	Amount Paid		Reconciled/Void	Ref Num
Continued						
28 TD TRUST		TRUST ACCOUNT				
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		3	0	31,609.15	0.00
	Direct Deposit:		0	0	0.00	0.00
	Total:		3	0	31,609.15	0.00
Report Totals						
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		149	4	1,326,667.89	20,101.75
	Direct Deposit:		0	0	0.00	0.00
	Total:		149	4	1,326,667.89	20,101.75

January 27, 2025
03:48 PM

TOWNSHIP OF RIVERSIDE
Check Register By Check Date

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Totals by Year-Fund nd Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	122,614.22	2,811.65	0.00	125,425.87
CURRENT FUND	5-01	871,305.51	0.00	0.00	871,305.51
GENERAL CAPITAL FUND	C-04	291,722.82	0.00	0.00	291,722.82
GRANT FUND	G-02	877.16	0.00	0.00	877.16
PAYROLL	P-20	480.00	0.00	0.00	480.00
ANIMAL CONTROL TRUST FUND	T-12	1,198.00	0.00	0.00	1,198.00
Public Defender	T-16	165.00	0.00	0.00	165.00
TRUST OTHER	T-28	305.80	0.00	0.00	305.80
Year Total:		1,668.80	0.00	0.00	1,668.80
Total Of All Funds:		1,288,668.51	2,811.65	0.00	1,291,480.16

Project Description	Project No.	Project Total
LIEN RESERVE 24-00023 1701 27	L24-00023	936.13
LIEN PREMIUM 24-00023 1701 27	L24-00023P	600.00
Mill:Inspection Escrow Ph2	PB18-ISJM2	1,596.25
437 St Mihiel-Lacerda	PB23-0001	144.00
209 Adams St-Rise Up Towers	PB24-00001	56.00
Diamond-275 Adams St	PB24-00004	248.00
Santos:47 E. Hancock St	PB24-00006	304.00
NJAW COMPANY	PD18-0004	676.55
HENKELS: POLICE DUTY	PD18-0011	30,626.80
Total Of All Projects:		<u>35,187.73</u>

RESOLUTION 2025 - #42
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, Pending Litigation and Contract Negotiation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Riverside, assembled in public session on January 27, 2025 that an Executive Session closed to the public shall be held during the Regular Meeting of the Township Committee on January 27, 2025 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.

Committee Member	Motion	2 nd	Yes	Abstain	No	Absent
Haman			X			
Kimble	1st		X			
Leith			X			
Marter			X			
Peditto		2nd	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 Reorganization Meeting held on the 27th day of January, 2025.


 Susan Dydek, RMC
 Riverside Township Clerk

PUBLIC PORTION:

Mayor Haman opened Public Portion.

- 1) Rob Smith – 423 Dauphin Street – Robert Smith – 425 Dauphin Street – Doing a lot of research. Riverside has the highest Tax Rate in the County. Riverside has a lot of expenses. Did the Township ever think of combining services? The Township should tighten their belts.

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

RESOLUTION:

- 1) 2025 - #42 - 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. **The aforementioned Resolution 2025 - #44 was approved on motion made by Mr. Kimble, seconded by Mr. Peditto carried.**

Mr. Kimble made a motion to reopen the meeting seconded by Mr. Marter carried.

Authorization to extend the Memorandum of Understanding between Riverside Township, the United States Federal Government and Pro-Capital approved on motion by Mr. Haman and Ms. Leith carried.

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


 Susan M. Dydek, RMC
 Municipal Clerk