

Monday Afternoon  
Riverside, NJ  
May 12, 2025  
**Regular Meeting**  
4:30pm

**STATEMENT:**

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

- 1) Posting written notice on the official bulletin board at the Township Administrative Office Building on February 20, 2025.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on February 20, 2025.
- 3) Filed written notice with the Clerk of the Township of Riverside on February 20, 2025.

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

**FLAG SALUTE:**

Chairman Giovanetti led the Flag Salute.

**ROLL CALL:**

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

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

**RESOLUTIONS:**

Mr. Horton made a motion to adopt Resolution 2025 - #17 entitled, “Resolution Refunding Erroneous Sewer Payments” seconded by Mr. Conard carried.

**APPROVAL OF MINUTES:**

Motion made by Mr. Horton, seconded by Mr. Mingin that the minutes of the Work Session Meeting of April 14, 2025 and the Regular Meeting of April 14, 2025 be approved. Upon roll call the vote was as follows: Ayes – Messrs. Conard, Giovanetti, Horton, Mingin and Van Meter. Nays – None. Abstain – None. Absent - None. – None. Motion carried.

**PUBLIC PORTION – (TECHNICAL):**

- 1) David & Ilanit Ohayon – 220 S. Pavilion Avenue – Mr. Ohayon stated his concerns with rates and billing. Mr. Ohayon questioned why his billed amount increased twice. The billing was \$1070.00 for the sewer line. Has always paid the same amount of money. The

**RIVERSIDE SEWERAGE AUTHORITY  
RESOLUTION 2025 - #17**

*Resolution Refunding Erroneous Sewer Payments*

WHEREAS, the Tax Collector certifies to the Riverside Township Sewerage Authority that the sewer tax records reflect an erroneous payment for the following account:

Block 2601 Lot 1 - Account #1631284-0  
1101 FAIRVIEW ST  
RIVERSIDE, NJ 08075

2024 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarters in the amount of 1140.00

**NOW, THEREFORE BE IT RESOLVED** by the Riverside Township Sewerage Authority has authorized the Treasurer to issue a refund in the amount of:

**\$1140.00**  
MCKECHNIE, ANDREW  
868 BRIDGEBORO ST  
RIVERSIDE, NJ 08075

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

**CERTIFICATION**

I, Susan M. Dydek, RMC, Authority Secretary, hereby certify that the foregoing Resolution was duly adopted by the Riverside Sewerage Authority, in the Township of Riverside, County of Burlington, State of New Jersey, at the Regular Meeting held on the 12th day of May, 2025.

  
\_\_\_\_\_  
Susan M. Dydek, RMC  
Authority Secretary

Bill was 174.00 now it is 200.00. He came to the Township and questioned why the amounts are jumping. Why is now paying \$2600.00. Chairman Giovanetti stated that Mr. Ohayon should bring his bills into the billing office and have the billing clerk research it. Treasurer Jack said that Mr. Ohayon has been given all the rates. Chairman Giovanetti stated that Mr. Ohayon should bring the bills into the office and give them to Cheryl and she should manually calculate to ensure that his bills are correct.

- 2) Ngoc Lee – 323 Palmer Street – Currently being billed for 2 units including 1 commercial unit. Requesting to be billed to 1 residential unit. (Township Zoning was approved.)

In seeing no members of the Public Present wishing to speak, **motion made by Mr. Conard, seconded by Mr. Van Meter to closed Public Portion (Technical) carried.**

#### **OLD BUSINESS:**

- 1) None.

#### **NEW BUSINESS:**

- 1) The Mill at Riverside – Billing for units at 125 Delaware and 127 Delaware. – **The Authority recommended to bill the base rate for the last 3 years. Mr. Conard made a motion to bill the base rate for the last 3 years, seconded by Mr. Mingin carried.**
- 2) Waiver of fee request – Landberg Construction LLC – Sanitary Sewer being installed for the Riverside Township School District. **Mr. Horton questioned if they were going to tie in to the Grant Street sewer and they said no, they would go into the existing system at a Planning Board Meeting. The Authority recommended that Landberg Construction bring the plans to the next meeting for review. Motion made to table the Waiver of Fee Request made by Mr. Conard, seconded by Mr. Van Meter carried.**

#### **CORRESPONDENCE:**

- 1) Pennoni Engineering – Riverside Township Public School District Grant Street School Sewer Improvement.

#### **REPORTS:**

#### **PLANT:**

Mr. Giovanetti stated the report will be given in the Superintendent's Report.

#### **APPEALS**

Mr. Mingin has nothing to report.

**REVENUE AND FINANCE:**

Mr. Horton had nothing to report.

**STREETS:**

Mr. Van Meter had nothing to report.

**INSPECTIONS:**

Mr. Conard had nothing to report.

**SUPERINTENDENT'S REPORT:**

Superintendent Jeffrey Conard reviewed his report that was distributed. Superintendent Conard reported that the start date for the digester is May 18<sup>th</sup>. Still collecting data. Previously, the number of solids has reduced. The UVT is high at 60. They are injecting Poly Aluminum Chloride in the influent well of the flocs to assist with the suspended solids settling out. This will assist in keeping the UVT number above 43 which is the lowest number for the UV System to function properly. In the process of receiving quotes for the new sludge pump. Willier cannot touch the pump for several months. The Wet Well Wizard Demonstration is next Tuesday. The Grease is awful. Replace the data cable. The sinkhole was caused by a hole in the manhole. It is sealed.

The report is on file in the Secretary's Office.

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

**ENGINEER'S REPORT:**

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

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

**MONTHLY FINANCIAL REPORT:**

Treasurer Jack reported that the conclusion of the audit will be the Tuesday after Memorial Day

**Motion made by Mr. Van Meter, seconded by Mr. Mingin, to accept the Financial Report carried.**

**RIVERSIDE SEWERAGE AUTHORITY  
PLANT OPERATOR'S REPORT  
AUTHORITY MEETING – MAY 12, 2025**

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1. The Plant Performance Summary for March, 2025 is attached for review. There was a noncompliance violation during this reporting period with the E-coli. The Residuals [Sludge] Management Summary for March, 2025 is also attached for review. Dewatered sludge [25 yds] were removed by the Seaside Waste Services Company for composting at the County facility.
2. Trouble log for March is attached.
3. Weekly collection system checks were performed in April
4. No measurements were taking for the Secondary Digester Cover tilt during this reporting period. The Secondary Digester is not operating as designed. The Secondary Digester Dome requires methane gas produced in the Primary Digester for the secondary roof to float correctly.
5. Still injecting Poly Aluminum Chloride in the influent well of the flocs to assist with suspended solids settling out. This will assist in keeping our UVT number above 43 which is the lowest number for our UV system to function properly.
6. Looking at a start date of May 18<sup>th</sup> for the digester lid.
7. Still collecting data for our upcoming projects.

Respectfully Submitted,



JEFFREY M. CONARD  
SUPERINTENDENT

**BILLS AND EXPENDITURES:**

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

Riverside Sewerage Authority

May 29, 2025  
11:37 AM

RIVERSIDE SEWERAGE AUTHORITY  
Check Register By Check Date

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Range of Checking Accts: 01 TD GENERAL to 01 TD GENERAL Range of Check Dates: 05/14/25 to 05/14/25  
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 TD GENERAL		General Fund			
5212	05/14/25	ALSEN005 ALS ENVIRONMENTAL	632.00		335
5213	05/14/25	ALSEN005 ALS ENVIRONMENTAL	1,594.75		335
5214	05/14/25	ANDRE015 ANDREW MCKECHNIE	1,140.00		335
5215	05/14/25	CHEMS010 CHEMSEARCHFE	2,105.15		335
5216	05/14/25	CINTA005 CINTAS CORPORATION	4,199.15		335
5217	05/14/25	CUSTO005 CUSTOM ENVIRONMENTAL TECH-	5,768.57		335
5218	05/14/25	FOURS005 FOUR STAR FENCE	33,980.00		335
5219	05/14/25	LONGO005 LONGO ELECTRICAL CONTROLS LLC	8,027.55		335
5220	05/14/25	LOWTH005 LOWTHER'S SMALL ENGINE REPAIR	370.00		335
5221	05/14/25	MARYB005 MARYBRIDGET ENTERPRISES INC	1,285.00		335
5222	05/14/25	MNASS005 M & N ASSOCIATES COMPANY	20,500.00		335
5223	05/14/25	MUNIC005 MUNICIPAL MAINTENANCE	326,615.60		335
5224	05/14/25	NJAME005 N.J. AMERICAN WATER COMPANY	355.47		335
5225	05/14/25	NJWEA005 NJWEA	390.00		335
5226	05/14/25	ONECA005 ONE CALL CONCEPTS	469.20		335
5227	05/14/25	PACEA006 PACE ANALYTICAL NATIONAL	500.00		335
5228	05/14/25	PENNO010 PENNONI ASSOCIATES INC.	1,184.00		335
5229	05/14/25	PENNO010 PENNONI ASSOCIATES INC.	234.00		335
5230	05/14/25	PENNO010 PENNONI ASSOCIATES INC.	1,636.00		335
5231	05/14/25	PRINT017 Print & Mail Communications ll	388.52		335
5232	05/14/25	PSEG0005 PSE&G	12,241.56		335
5233	05/14/25	RIVER025 RIVERSIDE NAPA AUTO PARTS	27.00		335
5234	05/14/25	SEASI005 SEASIDE WASTE SERVICES	1,950.00		335
5235	05/14/25	TREAS005 TREASURER, BURLINGTON COUNTY	10,265.47		335
5236	05/14/25	UGIEN005 UGI ENERGY SERVICES LLC	1,468.18		335
5237	05/14/25	UNIVA005 UNIVAR SOLUTIONS	4,501.75		335
5238	05/14/25	VERIZ005 VERIZON	218.92		335
5239	05/14/25	VERIZ010 VERIZON WIRELESS	72.25		335
5240	05/14/25	WBMAS005 W B MASON CO., INC	321.94		335
5241	05/14/25	WESTE005 WESTERN TERMITE & PEST CONTROL	246.62		335
5242	05/14/25	XEROX005 XEROX CORPORATION	169.86		335

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	442,858.51	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	31	0	442,858.51	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	442,858.51	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	31	0	442,858.51	0.00

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	5-01	442,858.51	0.00	0.00	442,858.51
Total Of All Funds:		442,858.51	0.00	0.00	442,858.51



May 29, 2025  
11:37 AM

RIVERSIDE SEWERAGE AUTHORITY  
Check Register By Check Date

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Amounts by Fund and Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	01	442,858.51	0.00	0.00	442,858.51
Total Of All Funds:		442,858.51	0.00	0.00	442,858.51

RIVERSIDE SEWERAGE AUTHORITY  
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
General Fund	5-01	442,676.99	0.00	181.52	0.00	442,858.51
Total of All Funds:		442,676.99	0.00	181.52	0.00	442,858.51

**PUBLIC PORTION (INFORMATIONAL):**

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

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

  
Susan M. Dydek, RMC  
Authority Secretary

Riverside Sewerage Authority