

Monday Afternoon
Riverside, NJ
November 24, 2025
Special 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 November 18, 2025.
- 2) Written notice was delivered to the Burlington County Times and the Courier Post on November 18, 2025.
- 3) Filed written notice with the Clerk of the Township of Riverside on November 18, 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. Joseph Brickley – present, Mr. George Conard – present, Mr. Robert Giovanetti–present, Mr. Richard Horton – present, Mr. Ronald Mingin – present.

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

Discussion of the 2026 Authority Budget:

Salaries

- Reviewed all employee salaries, including union and administrative staff.
- Union employees receive a 3.5% salary increase as per contract for 2026; same percentage has been applied to admin staff.
- Alice Jane Crammer has been shifted from the Administrative Staff to Plant payroll category to reflect her current role.
- The Superintendent's request for \$118,000 salary plus longevity approved; his S3, C3 licenses discussed.
- Clarified license-based raises: \$2,500 for S license, \$1,500 for C license. Longevity pay to remain included.
- Alice Jane Crammer confirmed to hold S2, C2 licenses.

Budget Introduction and Key Cost Drivers

- Proposed 2025-2026 budget presented and discussed.
- Main cost drivers: health insurance premiums up 37% under State Health Benefits Plan; efforts ongoing to join Health Insurance Fund for a lower 20% increase.
- Budget currently estimated with higher premium until further information received.
- Engineering fees increased due to ongoing plant and emergency repairs outside of IBank and Capital Projects.
- Overtime, repair, and maintenance costs adjusted for recent emergencies and operational needs.
- Electric and gas costs are declining after joining the New Jersey SEM, leading to some expected savings.

Chemicals, Emergency Repairs, and Capital Projects

- Need to increase chemicals budget due to ongoing PAC use; estimated at \$4,000-\$5,000 per month from Univar.
- Noted recent emergency repairs including a damaged manhole (caused by trash truck) and a main punched during lateral installation—both being addressed.
- Capital outlay includes ongoing IBank projects, sewer line, and manhole repairs.

Rate Structure and Revenue Considerations

- Revenue expected to cover budget with some fund balance use recommended by auditor.
- Upcoming review of rate schedule and billing process: considering annual billing, self-reporting for meters, and addressing disproportionate system use.
- Current system's cap removal on high usage now exposes heavy users to higher bills, prompting discussions on fairness and best tracking practices.
- Rate increases anticipated due to plant upgrades and audit recommendations.
- Future funding strategy discussed for planned Headworks project: \$3 million cost with \$2 million forgivable, financing options to be explored through IBank.

RESOLUTIONS:

Motion made by Mr. Conard that Resolution 2025 - #27 entitled, "Introduction of the 2025-2026 Authority Budget" be approved seconded by Mr. Horton. Upon roll call the vote was as follows: Ayes – Messrs. Brickley, Conard, Giovanetti, Horton, and Mingin. Nays – None. Abstain – None. Absent – None. – None. Motion carried.

Motion made by Mr. Conard that Resolution 2025 - #28 entitled, "Riverside Sewerage Authority, County of Burlington, State of New Jersey Delay in Budget Schedule and Process" be approved seconded by Mr. Horton. Upon roll call the vote was as follows: Ayes – Messrs. Brickley, Conard, Giovanetti, Horton and Mingin. Nays – None. Abstain – None. Absent – None. Motion carried.

PUBLIC PORTION – (TECHNICAL):

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

RIVERSIDE SEWERAGE AUTHORITY RESOLUTION 2025 - #27


INTRODUCTION OF THE 2025/2026 AUTHORITY BUDGET

Adopted this 24th day of November, 2025

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Brickley			X			
Conard	1st		X			
Giovanetti			X			
Horton		2nd	X			
Mingin			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 Special Meeting held on the 24th day of November, 2025.



 Susan M. Dydek, RMC, Authority Secretary

**RESOLUTION 2025 - #28
RIVERSIDE SEWERAGE AUTHORITY
COUNTY OF BURLINGTON, STATE OF NEW JERSEY
DELAY IN THE BUDGET SCHEDULE AND PROCESS**

WHEREAS, the Riverside Sewerage Authority has introduced the 2025/2026 Authority Budget on November 24, 2025; and

WHEREAS, the Riverside Sewerage Authority budget was not submitted within the statutory timetable, and

WHEREAS, the Riverside Sewerage Authority encountered a delay in the budget schedule and process due to the timing of the availability of financial information, and

WHEREAS, the Riverside Sewerage Authority pursuant to NJAC 5:31-2.59(a) and (b) desires to adopt this resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Members of the Riverside Sewerage Authority hereby approve this resolution pursuant to NJSA a 5:31-2.5 (A) AND (B), and

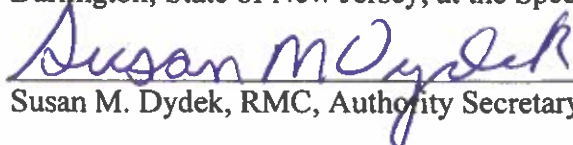
BE IT FURTHER RESOLVED, that the Secretary of the Riverside Sewerage Authority is hereby directed to submit a copy of this adopted resolution to the Director of Local Government Services for approval as part of the Authority's 2025/2026 Budget.

Adopted this 24th day of November, 2025

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

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Susan M. Dydek, RMC, Authority Secretary

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


Susan M. Dydek, RMC
Authority Secretary