

Monday Afternoon
Riverside, NJ
April 13, 2026
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.
- 4) Posting written notice on the Township Website January 12, 2026.

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

FLAG SALUTE:

Chairman Conard led the Flag Salute.

ROLL CALL:

Mr. Brickley – present, Mr. George Conard – present, Mr. Giovanetti – present, Mr. Horton – present, Mr. Mingin – present.

Also present: Authority Secretary Susan M. Dydek, Authority Treasurer Meghan Jack, Engineer Benjamin Weller and Assistant Superintendent Alice Jane Crammer.

Executive Director Jeffrey Conard was excused.

APPROVAL OF MINUTES:

Motion made by Mr. Brickley, seconded by Mr. Horton, that the minutes of the Work Session Meeting of March 9, 2026, and the Regular Meeting of March 9, 2026 be approved. Upon roll call the vote was as follows: Ayes – Messrs. Brickley, Conard, Horton, Giovanetti and Mingin. Nays – None. Abstain – None. Absent – None. Motion carried.

RESOLUTIONS:

- 1) **Mr. Horton made a motion to adopt Resolution 2026 - #16 entitled, “Resolution Authorizing the Riverside Sewerage Authority to Enter into a Shared Service Agreement with the Township of Riverside” seconded by Mr. Conard carried.**
- 2) **Mr. Horton made a motion to adopt Resolution 2026 - #17 entitled, “A Resolution of the Riverside Sewerage Authority Authorizing and Establishing the Professional**

Services Budget for the New Jersey Environmental Infrastructure Financing Program Project Number S340794-13 Plant Upgrade Project – Headworks” seconded by Mr. Giovanetti carried.

- 3) **Mr. Conard made a motion to adopt Resolution 2026 - #18 entitled, “A Resolution of the Riverside Sewerage Authority Authorizing and Establishing the Professional Services Budget for the 2025 Plant Upgrade Project – Headworks” seconded by Mr. Giovanetti carried.**

PUBLIC PORTION – (TECHNICAL):

Chairman Conard opened the Public Portion - (Technical)

In seeing no members of the Public Present wishing to speak, **Motion made by Mr. Giovanetti, seconded by Mr. Brickley to close Public Portion (Technical) carried.**

OLD BUSINESS:

Riverside Sewerage Plant:

- 1) Building #2 Refurbishment/Rehab.

NEW BUSINESS:

- 1) Financial Disclosure Statements are due by April 30, 2026.
- 2) Brandon Macenzie – 30 Rush Street – Vent overflowing. This situation is resolved.
- 3) David Green – 515 Kossuth Street – sewer overflowing at 519 Bridgeboro Street dug a hole and filled it with tar. It was noted that 519 Bridgeboro Street, the overflow reported as not resolved; issue exceeded code enforcement’s 10-business-day window and was referred to the Health Department; resident claimed to have NJ American Water Protection Plan and that a second contractor was pending.
- 4) David Green – 515 Kossuth Street – Deluca’s Bakery at 412 Kossuth Street is pumping out sewer at night into the street. This property is alleged to be pumping/discharging sewer at night into the street; complaint not yet validated by patrols/code enforcement but will continue to monitor/attempt to verify.
- 5) Carley Kalmes – 700 Bem Street – Vent overflowing. This situation is resolved.

115 South Pavilion: Health Department filed a municipal court complaint/summons; property owner was sending videos rather than documentation from a licensed plumber; staff emphasized chain-of-custody/proof must come from a licensed plumber with invoices—township/sewage authority/health department will not accept homeowner-supplied videos as proof. Additional note shared that the 115 South Pavilion owner had not registered an upstairs apartment as a landlord and there were issues involving subletting/nonpayment of rent.

CORRESPONDENCE:

- 1) Michael S. Rubin – Planning Board Hearing Notice 220 Pavilion Ave.

**RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY
RESOLUTION 2026 - #16**

**RESOLUTION AUTHORIZING THE RIVERSIDE SEWERAGE AUTHORITY TO ENTER
INTO A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF RIVERSIDE**

WHEREAS, the Riverside Sewerage Authority (“RSA”) and the Township of Riverside (“Township”) and the are both Local Units and are permitted, in accordance with N.J.S.A. 40A:65-1 et seq., the Uniform Shared Services and Consolidation Act (“Act”), to enter into an Agreement to provide jointly, or through each respective agency itself, such services authorized by the Act, including areas of general government administration, such as shared services; and

WHEREAS, a fiscal and operational analysis has identified opportunities to further improve the efficiency of the Riverside Sewerage Authority through the utilization of shared administrative staff and office space with the Township of Riverside which shall ultimately benefit the sewerage bill costs for the property taxpayers of the Township of Riverside; and

WHEREAS, the Local Units have determined it to be in their mutual best interests to provide for a the aforementioned service; and

WHEREAS, this Agreement is established in accordance with the provisions of the “Uniform Shared Services and Consolidation Act”, P.L.2007, c.63 (C.40A:65-1, et seq.), approved on April 3, 2007 as a means for local units to engage in more efficient operations and services in a cost-effective manner; and

WHEREAS, the cost of the rent due shall be a minimum of \$55,000.00 annually, payable no later than December 1st of each calendar year; and

WHEREAS, the cost of the cost of the salaries due for reimbursement from the Authority to the Township shall be set by Resolution of the Authority annually and payable to the Township no later than December 1st of each calendar year; and

WHEREAS, the term shall be in perpetuity unless either party terminates the agreement in writing with ninety (90) days advance notice.

NOW, THEREFORE, BE IT RESOLVED by the Riverside Sewerage Authority of the Township of Riverside, County of Burlington and State of New Jersey as follows:


1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Chairman and the Riverside Sewerage Authority of the Township of Riverside hereby authorizes and approves the Shared Service Agreement and authorizes the Chairman and the Authority Secretary and./or their respective designees to take and all actions necessary to effectuate the intent of this Resolution.
3. Pursuant to N.J.S.A. 40A:65-4, the subject SSA shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs, pursuant to rules and regulations promulgated by the Director.
4. A copy of the SSA shall be made available for public inspection at the offices of the Authority Secretary upon it effective date.
5. The SSA shall take effect upon the adoption of appropriate resolutions by all the parties hereto, and execution of agreements authorized thereunder as set forth in the SSA.
6. Any other pre-existing SSA's between the parties, of a similar nature are hereby rendered null and void effective January 1, 2026.

Date: April 13, 2026

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Brickley			X			
Conard		2nd	X			
Giovanetti			X			
Horton	1st		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 Regular Meeting held on the 13th day of April, 2026.



Susan M. Dydek, RMC
Authority Secretary

RESOLUTION 2026 - 17
A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AUTHORIZING
AND ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR THE NEW JERSEY
ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM PROJECT NUMBER
S340794-13 – 2025 PLANT UPGRADE PROJECT - HEADWORKS

WHEREAS, the Riverside Sewerage Authority has authorized funding for the New Jersey Environmental Infrastructure Financing Program – Project number S340794-13 – 2025 Plant Upgrade Project - Headworks; and

WHEREAS, these projects will require professional engineering services; and

WHEREAS, the Riverside Sewerage Authority has appointed Environmental Resolutions, Inc. as the Engineer for the year 2026; and

WHEREAS, the scope of work has been received from Environmental Resolutions, Inc. as referenced in the attached Proposals for Professional Services, with a budget not to exceed the following:

- | | | |
|---|---|---------------------|
| 1. Basic Services | | \$35,000.00 |
| | <ul style="list-style-type: none"> Bidding Services Consultation and advice to client Resolve Field Conditions Design Compliance Review Shop and Mill Test Reports Site Visits Observe Operations Final Inspection Performance Standards | |
| 2. Construction Inspection (Resident) Services | | \$151,000.00 |
| | <ul style="list-style-type: none"> Technical Observation Investigation Review Claims and Change Orders Public Complaints Conferences and Meetings Environmental Inspection Services | |
| 3. Other services | | \$30,000.00 |
| | <ul style="list-style-type: none"> Laboratory Inspection Engineering Surveys Final Plan of Operation Shop Drawing Review NJDEP EIT Loan Coordination Completed Project Drawings Certifying Partial and Final Payments Providing Extra Materials | |

Total \$216,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget in the amount of \$216,000.00 for the projects as outlined herein.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Brickley			X			
Conard			X			
Giovanetti		2 nd	X			
Horton	1 st		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 Regular Meeting held on the 13th day of April, 2026.

Susan M. Dydek

Susan M. Dydek, RMC
Authority Secretary

Christopher J. Noll, PE, CME, PP
President & CEO

William H. Kirchner, PE, CME, N-2
Vice President

Rakesh R. Darji, PE, PP, CME, CFM
Vice President/Treasurer

Benjamin R. Weller, PE, CME, CPWM, S-3, C-3
Secretary



Harry R. Fox, NICET III
G. Jeffrey Hanson, PE, CME
Jennifer A. Harris, PE, CME
Joseph R. Hirsh, PE, CME, CPWM
Ethan F. Hyder, CST II
Ryan G. McCarthy, PE, CME
C. Jeremy Noll, PE, CME, CPWM
Marc H. Selover, LSRP, PG
Neil J. Werket, RLA, LLA, CPSI

April 1, 2026
Revised April 13, 2026
3042493

Re: New Jersey Environmental Infrastructure Financing Program
Project Number S340794-13
2025 Plant Upgrade Project- Headworks
Riverside Sewerage Authority
Proposal for Engineering Design and Construction Services

Honorable Members
Riverside Sewerage Authority
237 S. Pavilion Avenue
Riverside, NJ 08075

Dear Honorable Members:

As requested, we have prepared the attached description of services and fees to provide the necessary engineering services for the 2025 Plant Upgrade Project- Headworks which includes the bidding and construction services. Project funding is to be through the Environmental Infrastructure Trust Loan Program.

The scope of our engineering services for this project includes the following items:

1. Basic Services:

“TIME CHARGE”
Estimated Fee - \$ 35,000.00

Basic Services shall include the following:

1.1. Bidding Services

Bidding Services shall include assistance to the Client in securing bids, responding to addenda, tabulation and analysis of bid results, and furnishing recommendations on the award of construction contracts. Any time spent by ERI personnel due to unusual problems such as bid contest shall be billed at our normal time charge rates.

1.2. Consultation and Advice to Client

Consultation and Advice to Client during construction is included in this item.

1.3. Resolve Field Conditions

Resolve Field Conditions includes the preparation of elementary sketches and supplementary sketches required to resolve actual field conditions encountered.

1.4. Design Compliance

Design Compliance includes checking detailed construction drawings and shop drawings submitted by contractors for compliance with design concept.

1.5. Review Shop and Mill Test Reports

Review Shop and Mill Test Reports includes reviewing laboratory, shop and mill test reports of materials and equipment as required.

1.6. Site Visits

Site Visits include making periodic visits to the site to observe the work in progress, and providing appropriate reports to the Client.

1.7. Observe Operation

Observe Operations includes observing initial operation of the project, and of performance tests required by the specifications.

1.8. Final Inspection

Final Inspection includes making a final inspection and reporting on the completed project.

1.9. Performance Standards

Performance Standards includes during the first year of operation, providing the 1-Year Certification, directing the operation of the treatment works, revising the O&M Manual to reflect actual operating problems and experience, advising the Client as to whether the treatment works is meeting the project performance standards, certifying project performance standards after one year of operation of the treatment works and undertaking corrective actions, if the Client fails to achieve compliance with the project performance standards.

2.0 Construction Inspection (Resident) Services:**"TIME CHARGE"**

Estimated Fee - \$ 151,000.00

Construction Inspection (Resident) Services shall include:

2.1. Technical Observation

Technical Observation shall include observation of construction by a fulltime resident project engineer or representative and supporting staff, as required, who will observe the work for compliance with the contract documents, review requests for monthly and final payments to contractors and issue certificates of completion to the Client on completed construction contracts.

2.2. Investigation

Investigation involves detailed consideration of operation, maintenance and overhead expenses; and the preparation of rate schedules, earnings and expense statements, feasibility studies, appraisals, valuations, and material audits or inventories required for certification of force account construction performed by the Client.

2.3. Review Claims and Change Orders

Review Claims and Change Orders as required.

2.4. Public Complaints

Public Complaints shall include the processing of complaints and releases from citizens.

2.5. Conferences and Meetings

Conferences and Meetings shall include job meetings with Contractors and Resident Staff.

2.6. Environmental Inspection Services

Environmental Inspection Services shall include services by special experts related to Environmental Restoration work.

3.0 Other Services:**"TIME CHARGE"**

Estimated Fee - \$ 30,000.00

Other Services shall include:

- 3.1. **Laboratory Inspection**
Laboratory Inspection shall include detailed mill, shop and/or laboratory inspection of materials and equipment as required.
- 3.2. **Engineering Surveys**
Engineering Surveys completed for construction.
- 3.3. **Final Plan of Operation**
Final Plan of Operation shall include the preparation of an O&M Manual for facilities, and training of personnel and assistance in operation of facilities.
- 3.4. **Shop Drawing Review**
Shop Drawing Review includes checking dimensions, pipe laying schedules, contractor submitted alternatives, sheeting details, etc.
- 3.5. **NJDEP EIT Loan Coordination**
NJDEP EIT Loan Coordination shall include attendance at the project meetings with the NJDEP, completion of their required reports, regulatory agency inspection, environmental protection, requirements for manuals, permit enforcement, SED recruitment for construction, audits and payment disbursement requirements.
- 3.6. **Completed Project Drawings**
Completed Project Drawings shall include the preparations of drawings for the completed project.
- 3.7. **Certifying Partial and Final Payments**
Certifying Partial and Final Payments.
- 3.8. **Providing Extra Materials**
Providing Extra Materials shall include additional copies of reports, contract drawings and documents above the specified number furnished in the basic services.

Total of Items 1 through 3 based on
Estimated Time Charges \$ 216,000.00

Please issue a Purchase Order if you find the foregoing to be satisfactory. As always, we are pleased to be of service.

Sincerely,



Benjamin R. Weller, PE CME
 Authority Engineer

cc. Jeff Conard
 Meghan Jack
 Susan Dydek

**Riveride Sewerage Authority
2025 Plant Upgrade Project- Headworks
Proposal for Engineering Services Breakdown
Project No. S340794-13**

	Principal/ Engineer Hourly Rate	Engineer Assistant \$135	Const. Observ. \$127	Est. Total Time (hours)	Estimated Total Cost (USD)
1. Basic Services	112	106	0	218	\$ 35,030.00
1.1 Bidding Services	24	24	0	48	\$ 7,880.00
1.2 Consultation and Advice to Client	20	20	0	40	\$ 6,400.00
1.3 Resolve Field Conditions	20	20	0	40	\$ 6,400.00
1.4 Design Compliance	10	5	0	15	\$ 2,525.00
1.5 Review Show and Mill Test Reports	2	5	0	7	\$ 1,045.00
1.6 Site Visits	24	20	0	44	\$ 7,140.00
1.7 Observe Operation	6	4	0	10	\$ 1,650.00
1.8 Final Inspection	4	4	0	8	\$ 1,280.00
1.09 Performance Standards	2	4	0	6	\$ 910.00
2. Constr. Inspection (Resident) Services	70	50	1034	1154	\$ 151,018.00
2.1 Technical Observation	40	20	1000	1060	\$ 137,100.00
2.2 Investigation	8	8	8	24	\$ 3,576.00
2.3 Review Claims and Change Orders	10	10	6	26	\$ 3,962.00
2.4 Public Complaints	8	8	16	32	\$ 4,592.00
2.5 Conferences and Meetings	2	2	2	6	\$ 894.00
2.6 Environmental Inspection Services	2	2	2	6	\$ 894.00
3. Other Services	86	95	10	191	\$ 30,005.00
3.1 Laboratory Inspection	2	2	0	4	\$ 640.00
3.2 Engineering Surveys	2	2	0	4	\$ 640.00
3.3 Final Plan of Operation	2	3	0	5	\$ 775.00
3.4 Shop Drawing Review	24	30	8	62	\$ 9,606.00
3.5 NJDEP EIT Loan Coordination	20	24	0	44	\$ 6,940.00
3.6 Completed Project Drawings	4	2	2	8	\$ 1,264.00
3.7 Certify Partial and Final Payments	30	30	0	60	\$ 9,600.00
3.8 Providing Extra materials	2	2	0	4	\$ 640.00
TOTAL ESTIMATED ENGINEERING (Lining):					\$ 216,053.00

*- Hours have been approximated for budgetary purposes only and is subject to change based on the actual requirements of the project. The Engineering Proposal will be based on a "Time Charge" for actual work performed at the employee's actual rate, using ERI's Schedule of Rates.

RESOLUTION 2026 - 18
A RESOLUTION OF THE RIVERSIDE SEWERAGE AUTHORITY AUTHORIZING
AND ESTABLISHING THE PROFESSIONAL SERVICES BUDGET FOR THE 2025 PLANT
UPGRADE PROJECT - HEADWORKS

WHEREAS, the Riverside Sewerage Authority has authorized funding for the 2025 Plant Upgrade Project - Headworks; and

WHEREAS, these projects will require professional engineering services; and

WHEREAS, the Riverside Sewerage Authority has appointed Environmental Resolutions, Inc. as the Engineer for the year 2026; and

WHEREAS, the scope of work has been received from Environmental Resolutions, Inc. as referenced in the attached Proposals for Professional Services, with a budget not to exceed the following:

- | | |
|--|---------------------|
| 1. Application/Coordination | \$20,500.00 |
| 2. Level 1 Environmental Review | \$15,000.00 |
| 3. Survey & Field Investigations | \$25,000.00 |
| 4. Design Services | \$125,000.00 |
| 5. Specifications and Bid Documents | \$60,000.00 |
| 6. Treatment Works Approval Application | \$20,000.00 |
| 7. Conferences & Meetings | \$6,000.00 |

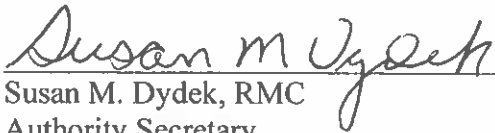
Total \$271,500.00

NOW, THEREFORE, BE IT RESOLVED, that the Township of Riverside hereby authorizes and establishes the professional services budget in the amount of \$271,500.00 for the projects as outlined herein.

Authority Member	Motion	2 nd	Yes	Abstain	No	Absent
Brickley			X			
Conard	1st		X			
Giovanetti		2nd	X			
Horton			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 Regular Meeting held on the 13th day of April, 2026.



Susan M. Dydek, RMC
Authority Secretary

Christopher J. Noll, PE, CME, PP
President & CEO

William H. Kirchner, PE, CME, N-2
Vice President

Rakesh R. Darji, PE, PP, CME, CFM
Vice President/Treasurer

Benjamin R. Weller, PE, CME, CPWM, S-3, C-3
Secretary



**ENVIRONMENTAL
RESOLUTIONS, INC.**

Engineers • Planners • Scientists • Surveyors

Harry R. Fox, NICET III
G. Jeffrey Hanson, PE, CME
Jennifer A. Harris, PE, CME
Joseph R. Hirsh, PE, CME, CPWM
Ethan F. Hyder, CST II
Ryan G. McCarthy, PE, CME
C. Jeremy Noll, PE, CME, CPWM
Marc H. Selover, LSRF, PG
Neil J. Werket, RLA, LLA, CPSI

November 26, 2025
30424 93

Re: 2025 Plant Upgrade Project- Headworks
Riverside Sewerage Authority
Proposal for Engineering Design and Construction Services

Mr. Jeff Conard
Riverside Sewerage Authority
237 S. Pavilion Avenue
Riverside, NJ 08075

Dear Jeff:

We are pleased to present this proposal for engineering design services for the replacement of the failing headworks system at the Riverside Sewer Plant through the New Jersey Environmental Infrastructure Trust (NJEIT) Loan Program. The current estimated construction cost for this work is approximately \$3,000,000.00. As discussed, our office is currently working with the NJEIT for a submission of this project in January 2026.

The following outlines the engineering services to be provided.

1 Application/Coordination

**“Time Charge”
Estimated Fee - \$20,500.00**

NJEIT Loan Application shall include the time required to assist the Authority in processing the online application for the NJEIT Loan through the New Jersey Environmental Infrastructure Trust. Coordination shall include the time required to attend project meetings with the NJEIT, the New Jersey Department of Environmental Protection (NJDEP) and the completion of the required reports and disbursement requirements up to, but not including bidding. Our fee for this task is based on 40 hours of Project Engineer's time and 100 hours of Engineering Assistant's time. Any time required in excess of this amount, due to issues beyond our control, may either be billed at our standard rates or can be subject to a supplemental proposal, at the Authority's discretion.

2. Level 1 Environmental Review

Fixed Fee - \$15,000.00

The project includes a Level 1 Environmental Review. This task shall include the preparation of the Level 1 Environmental Review as required by the NJEIT regulations. The review shall encompass a description of the need for the project, a description of the project's geographical planning area, various project site plans and maps, a narrative describing the adverse and beneficial impacts on environmental and cultural resource features, a summary of available alternatives, and a summary of public involvement.

It should be noted, based on initial discussions with the NJEIT, that archaeological work or a Cultural Resource Survey does not appear warranted and would be subject to a separate proposal if required by the NJEIT/NJDEP in their review.

3. Survey & Field Investigations **Fixed Fee - \$25,000.00**

While the Authority has plan sets for the 1955 and 1991 STP Plant Upgrade Projects, it is necessary for our office to perform a field survey of the existing area where the headworks is proposed to ensure continuity between the two sets of plans and to verify that the current conditions are reflected on the design plans. While this work will focus on the area of the plant where the headworks will be constructed, these plans will be the basis for an overall base plan for the second phase of this project.

4. Design Services **Fixed Fee - \$125,000.00**

Design Services shall include completing the engineering design and construction drawings for the proposed headworks. The proposed design is to include two (2) new mechanical screens to remove rags from the plant's influent prior to the influent wetwell. ERI proposes to reuse the existing grit tanks for settling out of grit which will then be conveyed to grit classifiers for dewatering before disposal. As part of these design services, ERI will be taking into consideration the overall plant upgrade to ensure a cohesive design.

5. Specifications and Bid Documents **Fixed Fee - \$60,000.00**

Specifications & Bid Documents shall include preparation of construction specifications and bid documents for the Authority's use in obtaining public bids from contractors for the proposed work. As this project will be funded through the NJEIT Program, the specifications will adhere to their supplemental bidding requirements.

6. Treatment Works Approval Application **Fixed Fee - \$20,000.00**

This item also includes the preparation of a Treatment Works Approval (TWA) application for the installation of the headworks system. However, this item does not include application fees, which can either be paid directly by the Authority or passed through our office to the Authority.

7. Conferences & Meetings **"Time Charge"**
Estimated Fee - \$6,000.00

Throughout this process it may be necessary to hold or attend various meetings regarding the proposed projects. This may include public meetings and/or meetings with Authority, Township, residents, or other stakeholders or outside agencies. Our fee for this task is based on 20 hours of Project Engineer's time and 20 hours of Engineering Assistant's time. Any time required in excess of this amount, due to issues beyond our control, may either be billed at our standard rates or can be subject to a supplemental proposal, at the Authority's discretion.

Total of Items 1 through 7 based on	
Both Fixed Fee and Estimated Time Charges	\$ 271,500.00

Please note that the NJEIT Loan Program allows the Authority to include the Planning and Design costs and later the Construction Management costs (which NJEIT refers to as 'Engineering') within the overall loan. Typically, the 'Engineering' Proposal is furnished in conjunction with the final design for the project to ensure that the engineering services accurately reflect the requirements of the project scope and the tasks are broken down by projected hours required. Based on a similar recent project, our office estimates these costs to be in range of \$200,000.00. We appreciate the opportunity to provide this proposal and welcome any questions you may have or clarifications required. To that end, please do not hesitate to contact our office if we can be of any service.

Sincerely,



Benjamin R. Weller, PE
Special Project Engineer

cc. Meghan Jack

REPORTS:**PLANT:**

Mr. Conard had no report.

APPEALS

Mr. Horton had nothing to report.

REVENUE AND FINANCE:

Mr. Giovanetti reported that the quarterly bills are going out this month, payment due in May.

STREETS:

Mr. Mingin reported that the property located at 622 Taylor Street issue noted ("paper coming out"); observed manholes being raised and paving on Greenwood Avenue.

INSPECTIONS:

Mr. Horton had nothing to report.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Jeffrey Conard was excused.

The Executive Director's report is in file in the Secretary's Office.

ENGINEER'S REPORT:

Engineer Weller gave the following updates:

- Headworks Improvement Project: Uncertainty around I-Bank eligibility/timing for meeting on April 30th authorization-to-advertise deadline to qualify for FY2026 \$2M principal forgiveness; I-Bank indicated they are "trying" but no definitive answer; suggestion to escalate outreach (including legislators).
- I-Bank review/critical path items: Engineering reviewer comments received and being addressed; environmental reviewer indicated response expected by the 20th; TWA application remains a potential critical path.
- Resolutions needed prior to April 30 for both planning/design (initial design proposal from November) and construction management/engineering.
- Interim ammonia compliance: DEP will not give pre-approval for affirmative defense; requires a major permit modification; until then the authority cannot utilize chlorine (even if not used as disinfectant); engineer is preparing permit applications.

- Building #2 rehabilitation: Engineer is assembling a preliminary estimate and updating plan/scope (including recent work like changing some lights) for the authority to consider.
- Two additional resolutions were passed (unanimous) to support I-Bank/Headworks documentation:
- Resolution 2026 - 17 approving the proposal for engineering design.
- Resolution 2026 - 18 approving construction services (revised as of the meeting date).

Treasurer Jack requested approval to reach out to Senator Singleton and include the Headworks/I-Bank issue along with an existing Whomsley Field-related conversation; no objection was raised.

MONTHLY FINANCIAL REPORT:

Treasurer Jack reported that preparations are beginning for the 2025 audit; during the audit period they will also review 2025 rates and potential rate increases, and consider the auditor's recommendation on a building proposal submitted by ERI.

BILLS AND EXPENDITURES:

The bill list was approved for payment totaling \$108,798.06; also authorized payment of any outstanding valid bills from ALS, Pace, Interstate, and Grainger, with an additional bill list to be circulated to authority members.

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

Range of Checking Accts: First to Last Range of Check Dates: 04/13/26 to 04/13/26
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		
5587	04/13/26	ALSEN005 ALS ENVIRONMENTAL	577.75	361
5588	04/13/26	ALSEN005 ALS ENVIRONMENTAL	718.75	361
5589	04/13/26	ALSEN005 ALS ENVIRONMENTAL	156.50	361
5590	04/13/26	ALSEN005 ALS ENVIRONMENTAL	730.75	361
5591	04/13/26	ALSEN005 ALS ENVIRONMENTAL	253.25	361
5592	04/13/26	ALSEN005 ALS ENVIRONMENTAL	162.25	361
5593	04/13/26	ALSEN005 ALS ENVIRONMENTAL	760.50	361
5594	04/13/26	BARCL005 BARCLAY GROUP	2,350.53	361
5595	04/13/26	BURLI010 BURLINGTON CNTY OVERHEAD DOOR	3,957.50	361
5596	04/13/26	CHEMS010 CHEMSEARCHFE	1,283.95	361
5597	04/13/26	CINTA005 CINTAS CORPORATION	7,586.89	361
5598	04/13/26	CONTR005 CONTRACTOR SERVICE	657.00	361
5599	04/13/26	EDDIE005 EDDIE B PLUMBING INC	4,300.00	361
5600	04/13/26	ENVIR010 ENVIRONMENTAL RESOURCE ASSOC.	516.70	361
5601	04/13/26	ENVIR012 ENVIRONMENTAL RESOLUTIONS INC	26,594.00	361
5602	04/13/26	EXTIN005 EXTINGUISHER SERVICES OF NJ	214.00	361
5603	04/13/26	GRAIN005 GRAINGER	458.75	361
5604	04/13/26	HACHC005 HACH COMPANY	162.96	361
5605	04/13/26	HANKI005 HANKINS AUTO BODY	341.84	361
5606	04/13/26	HIBRE005 HIBRETT PURATEX	1,292.00	361
5607	04/13/26	INTER005 INTERSTATE WASTE SERV OF NJ IN	325.00	361
5608	04/13/26	LONGO005 LONGO ELECTRICAL CONTROLS LLC	4,735.56	361
5609	04/13/26	LOWTH005 LOWTHER'S SMALL ENGINE REPAIR	197.00	361
5610	04/13/26	MARME005 MARMERO LAW LLC	150.00	361
5611	04/13/26	MARYB005 MARYBRIDGET ENTERPRISES INC	566.00	361
5612	04/13/26	MCCAR005 MCCARTHY TIRE SERVICE CO INC	689.48	361
5613	04/13/26	MCMAS005 MCMASTER CARR SUPPLY CO.	105.61	361
5614	04/13/26	METLI005 METLIFE	685.18	361
5615	04/13/26	MNASS005 M & N ASSOCIATES COMPANY	16,000.00	361
5616	04/13/26	MUNIC005 MUNICIPAL MAINTENANCE	3,393.80	361
5617	04/13/26	NJAME005 N.J. AMERICAN WATER COMPANY	687.61	361
5618	04/13/26	NJAME010 N.J. AMERICAN WATER COMPANY	469.44	361
5619	04/13/26	ONECA005 ONE CALL CONCEPTS	121.50	361
5620	04/13/26	PRINT017 Print & Mail Communications ll	2,000.00	361
5621	04/13/26	PSEG0005 PSE&G	15,019.61	361
5622	04/13/26	PUMPI005 PUMPING SERVICES INC	1,010.89	361
5623	04/13/26	RIVER010 RIVERSIDE BOARD OF EDUCATION	100.00	361
5624	04/13/26	RIVER025 RIVERSIDE NAPA AUTO PARTS	67.44	361
5625	04/13/26	SCHWE005 SCHWERING'S	70.97	361
5626	04/13/26	SNYDE005 SNYDER DISTRIBUTORS INC	316.00	361
5627	04/13/26	STEVE015 STEVENSON SUPPLY CO., INC.	194.38	361
5628	04/13/26	UNIVA005 UNIVAR SOLUTIONS	4,329.05	361
5629	04/13/26	USABL005 HD SUPPLY INC	492.14	361
5630	04/13/26	USATO005 USA TODAY MEDIA CORP	16.74	361
5631	04/13/26	VERIZ005 VERIZON	462.30	361
5632	04/13/26	VERIZ010 VERIZON WIRELESS	71.28	361
5633	04/13/26	WATER005 WATER ENVIRONMENT FEDERATION	121.00	361
5634	04/13/26	WESTE005 WESTERN TERMITE & PEST CONTROL	121.24	361
5635	04/13/26	WILLI015 WILLIER ELEC MOTOR REPAIR CO	1,846.36	361

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01 TD GENERAL		General Fund			
			Continued		
5636	04/13/26	WILSO005 WILSON WEBB SERVICES	1,185.50		361
5637	04/13/26	XEROX005 XEROX CORPORATION	171.11		361
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			51	0	108,798.06
			0	0	0.00
			<u>51</u>	<u>0</u>	<u>108,798.06</u>
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
			51	0	108,798.06
			0	0	0.00
			<u>51</u>	<u>0</u>	<u>108,798.06</u>

**RIVERSIDE SEWERAGE AUTHORITY
PLANT OPERATOR'S REPORT
AUTHORITY MEETING - APRIL 13, 2026**

1. The Plant Performance Summary for February, 2026 is attached for review. The Residuals [Sludge] Management Summary for February, 2026 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 March. Cleaning of the collection system has also started.
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. Primary Digester is back in service.
7. Maintenance plan to use breakpoint chlorination has been denied. We need to submit an application for a major modification to the NJPDES permit. Per our inspector best case scenario is the permit can be modified to allow chlorine usage. Unfortunately, we are looking at a July approval date, which puts us in risk of a few months of ammonia violations.

Respectfully Submitted,



JEFFREY M. CONARD
EXECUTIVE DIRECTOR

PLANT PERFORMANCE SUMMARY

February-26

PARAMETER	PERMIT	REPORTED	PARAMETER	PERMIT	REPORTED
12 Month Rolling Average Flow Effluent			12 Avg. % Thershold CAP		
Monthly Avg	Report	0.623 MGD	Mon Avg Conc	Report	62.3 %
Flow, Influent			Nitrate (as N) Effluent		1/month
Monthly Avg	Report	0.794 MGD	Mon Avg Conc	Report	25.00 MG/L
Daily Maximum	Report	0.990 MGD	Daily Max Conc	Report	25.00 MG/L
Flow, Effluent			E.Coil Effluent		2 / month
Monthly Avg	Report	0.623 MGD	Monthly Geomean	126	23.11 /100ML
Daily Maximum	Report	0.723 MGD	Max Geomean	126	534.00 /100ML
BOD 5 day, Influent			Fecal Coliform Effluent		Require Reuse Only
Mon Avg Conc	Report	326.90 mg/l	Monthly Avg	Report	1.00 /100ML
Weekly Avg Conc	Report	642.00 mg/l	Weekly Avg	Report	1.00 /100ML
BOD 5 day, Effluent			Bioassay Effluent		LC50 1/year IC25 1/6months
Mon Avg Loading	98 KG/D	36.06 kg/l	LC50 96 hr Acute	50	0.00 %
Weekly Avg Loading	147 KG/D	39.65 kg/l	IC25 7 day Chronic	Report	0.00 %
Mon Avg Conc	30 MG/L	15.75 mg/l	Chlorine, Total Effluent		1/month
Weekly Avg Conc	45 MG/L	17.20 mg/l	Mon Avg Conc	Report	0.01 mg/l
BOD 5 day, % Removal			Daily Max Conc	Report	0.02 mg/l
Mon Avg Minimum	88.5	95.18 %	Temperature, Influent		1/day
pH, Influent			Minimum	Report	11.1 °C
Minimum	Report	7.08 S.U.	Monthly Avg	Report	13.0 °C
Maximum	Report	8.04 S.U.	Maximum	Report	15.1 °C
pH, Effluent			Temperature, Effluent		1/day
Minimum	6.00 S.U.	6.25 S.U.	Minimum	Report	8.1 °C
Maximum	9.00 S.U.	7.34 S.U.	Monthly Avg	Report	12.0 °C
Total Susp.Solids, Influent		3/month	Maximum	Report	15.0 °C
Mon Avg Conc	Report	535.3 mg/l	Dissolved Oxygen, Effluent		3/month
Weekly Avg Conc	Report	1050.0 mg/l	Wkly Avg Conc (Min)	4.0 MG/L	6.84 mg/l
Total Susp. Solids Effluent		3/month	Phosphorous, Total Effluent		1 / month
Mon Avg Loading	113 KG/D	70.36 kg/l	Mon Avg Conc	Report	5.15 mg/l
Weekly Avg Loading	170 KG/D	45.00 kg/l	Weekly Avg Conc	Report	5.15 mg/l
Mon Avg Conc	30 MG/L	30.73 mg/l	Copper, Effluent		1/3months
Weekly Avg Conc	45 MG/L	45.00 mg/l	Mon Avg Conc	Report	0 mg/l
Total Susp. Solids % Removal			Daily Max Conc	Report	0.0278 mg/l
Mon Avg Minimum	85	94.26 %	Zinc, Effluent		1/3months
Oil & Grease, Effluent		1/3months	Mon Avg Conc	Report	0 mg/l
Mon Avg Conc	10 MG/L	4.05 mg/l	Daily Max Conc	Report	0.106 mg/l
Daily Max Conc	15 MG/L	97.05 mg/l	Total Dissovled Solids		Effluent 1/month
Ammonia Nitrogen (May-Oct) Effluent		3/month	Mon Avg Conc	Report	470.00 mg/l
Mon Avg Loading	18.8 kg/d	0 kg/l	Daily Max Conc	Report	470.00 mg/l
Daily Max Loading	37.9 kg/d	0 kg/l	Bis(2-ethyhexyl)phthalate		1/3months
Mon Avg Conc	5 mg/l	0 mg/l	Mon Avg Conc	Report	3.00 ug/l
Daily Max Conc	10 mg/l	0 mg/l	Daily Max Conc	Report	3.00 ug/l
Ammonia-Nitrogen (Nov-Apr.) Effluent		3/month	Asbestos Fifrous per Liter		Semi-Annually
Mon Avg Loading	75.7 KG/D	19.78 kg/l	Mon Avg Conc	Report	3 Fiber/liter
Daily Max Loading	151.4 KG/D	22.65 kg/l	Daily Max Conc	Report	3 Fiber/liter
Mon Avg Conc	20 MG/L	8.69 mg/l	Color		Starting July 2024
Daily Max Conc	40 MG/L	10.50 mg/l	Mon Avg Conc	Report	75.00 CU
Copper	Required	Quarterly	IC25 Chronic	Required	Semi- Annually
Zinc	Required	Quarterly	LC50 Acute	Required	Annually
Asbestos Fifrous per Liter		Semi-Annual	Bis(2-ethyhexyl)phthalate	Required	Quarterly

RESIDUALS MANAGEMENT SUMMARY

February-26

Sludge Production			Raw Sludge		
Total Gallons	0	gal	% Total Solids, minimum	0.00	%
Average Gallons/Day	0	gpd	% Total Solids, average	3.88	%
Total Dry Tons	0	dt	% Total Solids, maximum	7.56	%
Average Dry Tons/ Day	0	dt/d	% Total Volatile Solids, minimum	0.00	%
Total Metric Tons	0	mt	% Total Volatile Solids, average	56.30	%
Average Metric Tons/Day	0	mt/d	% Total Volatile Solids, maximum	86.30	%
			pH minimum	5.20	s.u.
			pH maximum	5.50	s.u.
Liquid Sludge Removed					
Total Gallons	0	gal	sludge sample temperature, min	10.8	°C
Average Gallons/Day	0	gpd	sludge sample temperature, avg	13.0	°C
Total Dry Tons	N.R.	dt	sludge sample temperature, max	15.5	°C
Average Dry Tons/ Day	N.R.	dt/d			
Total Metric Tons	N.R.	mt	Primary Digester Sludge		
Average Metric Tons/Day	N.R.	mt/d	% Total Solids, minimum	0	%
% Total Solids, Minimum	N.R.	%	% Total Solids, average	0	%
% Total Solids, Average	N.R.	%	% Total Solids, maximum	0	%
% Total Solids, Maximum	N.R.	%	% Total Volatile Solids, minimum	0	%
pH, Minimum	N.R.	s.u.	% Total Volatile Solids, average	0	%
pH, Maximum	N.R.	s.u.	% Total Volatile Solids, maximum	0	%
			pH minimum	0	s.u.
			pH maximum	0	s.u.
Dewatered Sludge Removed					
Total Gallons to Belt Press	0.00	gal	sludge sample temperature, min	0	°C
Average Gallons/Day	0.00	gpd	sludge sample temperature, avg	#DIV/0!	°C
% Total Solids, minimum	17.90	%	sludge sample temperature, max	0	°C
% Total Solids, average	19.53	%			
% Total Solids, maximum	21.40	%	Secondary Digester Sludge		
% Total Volatile Solids, minimum	84.20	%	% Total Solids, minimum	2.31	%
% Total Volatile Solids, average	84.80	%	% Total Solids, average	3.64	%
% Total Volatile Solids, maximum	85.60	%	% Total Solids, maximum	5.03	%
Total Wet Cubic Yards Removed	25.00	cu yd	% Total Volatile Solids, minimum	72.90	%
Average Wet Cubic yards/day	0.893	cy/d	% Total Volatile Solids, average	78.03	%
Total Dry Metric Tons	3.51	dt	% Total Volatile Solids, maximum	83.70	%
Average Dry Metric Tons/day	0.395	dt/d	pH minimum	4.94	s.u.
	0	mt	pH maximum	5.86	s.u.
	0	mt/d	sludge sample temperature, min	16.4	°C
			sludge sample temperature, avg	20.3	°C
			sludge sample temperature, max	22.2	°C
Operations					
Heat Exchange, Temp In, min	0.00	°C	Volatile Solid Reduction		
Heat Exchange, Temp In, avg	0.00	°C	Raw to Secondary Digester, minimum		%
Heat Exchange, Temp In, max	0.00	°C	Raw to Secondary Digester, average		%
Heat Exchange, Temp Out, min	0.00	°C	Raw to Secondary Digester, maximum		%
Heat Exchange, Temp Out, avg	0.00	°C			
Heat Exchange, Temp Out, max	0.00	°C			
Detention Time, Primary Digester	0	days			
Detention Time, Secondary Digester	0	days			
N.R. = None Removed			R.T.S. = Return To Service		
N.S. = Not Sampled			N.I.S. = Not In Service		
N.W. = Not Working					

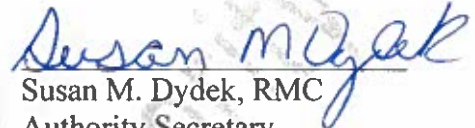
March 2026 Trouble Log Summary

Date	Report #	Address	Condition(s) Reported	Condition(s) Found	Manhole Checked	Disposition
3/2/2026	26-031	4th and Heulings/3rd and Heulings	Line Check	Main Slow	MH302,314,315	Flushe/Vac/Root cut sewer main
3/3/2026	26-032	519 Bridgeboro	Vent overflow	Main Clear	MH115,112	Notified owner tennant
3/3/2026	26-033	30 Rush St.	Vent overflow	Main Clear	MH185,184	Notified owner tennant
3/3/2026	26-034	501 Polk	Case# 26-03-03-0905-51 Backflow into Property	oper.113 Main Clear	MH361,362	Notified owner tennant
3/9/2026	26-035	406 Kossuth St.	Vent overflow	Main clear	MH100,111	Notified owner tennant
3/9/2026	26-036	300 New Jersey Ave	Case# 26-03-09-1521-47 Vent overflow	Main Clear	MH450,340	Notified owner tennant
3/10/2026	26-037	Greenwood and Chester Ave	Case# 26-03-09-1527-47 Line Maintenance	Main slow	MH266,267	Flushe/Vac/Root cut sewer main
3/12/2026	26-038	308 N. Pavilion	Vent overflow	Main Clear	MH56,58	Notified owner tennant
3/15/2026	26-039	505 Arndt	Backflow into Property	Main Clear	MH235,241	Notified owner tennant
3/15/2026	26-040	611 Adams St	Backflow into Property	Main Clear	MH19,18	Notified owner tennant
3/18/2026	26-041	600 Block Taylor St.	Case# 26-03-15-1526-15 Manhole Overflow	OPER.127 Main Slow	MH134,133	Flushe/Vac/Root cut sewer main
3/19/2026	26-042	115 S. Pavilion	Case# 26-03-18-1603-55 Vent overflow	oper.120 Debri around vent		Vacc. Around vent/Notified Super.
3/20/2026	26-043	30 Rush St.	Case# 26-03-19-1504-20 Vent overflow	oper.123 Main Clear	MH185,184	Notified owner tennant
3/21/2026	26-044	307 Filmore St	Case# 26/03/20-1441-13 Vent overflow	oper.123 Main Clear		Notified owner tennant
3/24/2026	26-045	130 Paine	Backflow into Property	Main Clear	MH469,102,94	Notified owner tennant
3/24/2029	26-046	519 Bridgeboro	Vent overflow	Main Clear	MH352,183	Notified owner tennant
3/24/2026	26-047	501 Polk St.	Backflow into Property	Main Clear	MH112,114,115	Notified Superintendent
3/26/2026	26-048	307 Filmore St	Vent overflow	Main Clear	MH362,361	Notified owner tennant
3/26/2026	26-049	302 Filmore	Vent overflow	Main Clear	MH469,94	Notified Superintendent
3/27/2026	26-050	612 New Jersey Ave	Case# 26-03-26-1527-41 Backflow into Property	oper.122 Main Clear	MH469,94	Notified Superintendent
3/28/2026	26-051	302 Filmore	Vent overflow	Main Clear	MH344,343	Notified owner tennant
3/29/2026	26-052	719 Taylor	Markout request	Main Clear	MH469,94 MH146	Locate Vent/Vac up overflow Marked out main

PUBLIC PORTION (INFORMATIONAL):

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

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


Susan M. Dydek, RMC
Authority Secretary

Riverside Sewerage Authority

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