

**WORKSHOP MEETING
AUGUST 7, 2019**

A Workshop Meeting of the Township Committee of Oxford Township was held on August 7, 2019 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were Gerald Norton, Robert Nyland, Bill Ryan, Committee Members and Sheila L. Oberly, Municipal Clerk.

The flag salute was recited.

Mayor Ryan called the meeting to order at 7:07 PM.

**OXFORD TOWNSHIP
RESOLUTION 2019-43**

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Mine Hill Road Resurfacing project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as **MA-2020-Mine Hill Road Resurfacing-00285** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

OXFORD TOWNSHIP

RESOLUTION 2019-44

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Kauffman Drive, Section 2 Improvements project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as **MA-2020-Kauffman Drive, Section 2 Improvemen-00286** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve **Resolution 2019-43** and **Resolution 2019-44**.

The Committee received a Shared Service Agreement from Washington Borough asking if Oxford Township would like to enter into a shared agreement for the Animal Control Officer. In the Shared Service Agreement, each Township that joins would pay \$10,000.00 per year for four years. This agreement would end December 31, 2022.

On motion by Mr. Nyland, seconded by Mayor Ryan and passed unanimously on roll call vote to table this request and ask Matthew Hall, Washington Borough Manager and Robert Lagonera, Animal Control Officer to attend the next township meeting on August 28th.

Robert Metroke, thanked the Committee for repairing the berm at 12 Mechanic Street; to reroute the water to go into the storm drain and not in the backyard and into the basement of the house.

Mayor Ryan said he received a letter from Warren County Department of Public Safety stating the status of Oxford's Emergency Management Officers-Charles Lilly, Coordinator and Douglas Ort, Deputy. Their records indicate that they both have completed the Basic Workshop and are continuing to train in Emergency Management. Warren County Public Safety has requested that in the future as training is completed, a notice be sent to the County regarding the training completed. Also, the Coordinator and Deputy must attend all four meetings that are held per year.

Mayor Ryan received an e-mail stating the Governor signed a new Public Safety Workers' Compensation Law.(Senate No 716) With respect to firefighters, both paid and unpaid, provides firefighters under of age of 70; will be presumed to have work related occupational disease if the firefighter develops cancer, including leukemia, so long as the firefighter has completed more than seven years of service.

Public Safety Workers are defined as follows:

- Member, Employee or Officer of a Paid or Volunteer Fire or Police Department
- State Police Member
- Community Emergency Response Team Member Approved by the NJ Office of Emergency Management
- Member of Certain Correctional Facilities
- Advanced Medical Technicians of a First Aid or Rescue Squad
- Any Other Nurse or Advanced Medical Technician Responding to a Catastrophic Incident in Contact with Public During the Incident

Lou Accetturo attended the meeting and presented the information to the Committee about purchasing a new garbage truck. He stated that the purchase would be through a Co-op (Sourcewell).

He received a quote of \$192,000.00 which is for a new Leach Alpha Model, 20 cubic yards with Hino 2018 chassis, including a winch in this cost as well as a Perkins D6220 actuator tipper for roll carts with bars and wheel in the center of the tailgate. This also includes a seven-year engine and after treatment warranty from Hino.

Mr. Accetturo stated that the truck is similar to the current garbage truck but more durable. He said that the new truck would last fifteen to seventeen years and life expectancy is 4,000 hours. The current truck is sixteen years old and currently has approximately 1,000 plus hours.

ORDINANCE 2019-05

BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$220,00 FOR ACQUISITION OF A GARBAGE TRUCK FOR AND BY THE TOWNSHIP OF OXFORD IN THE COUNTY OF WARREN, NEW JERSEY AND, AUTHORIZING THE ISSUANCE OF \$200,000 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING PART OF THE APPROPRIATION.

BE IT ORDAINED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvements described in Section 3 of this bond ordinance (the “Improvements”) are hereby authorized to be undertaken by the Township of Oxford, New Jersey (the “Township”) as general improvements. For the said Improvement there is hereby appropriated the amount of \$220,00, such sum includes the sum of \$20,000 as the down payment (the “Down Payment”) required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the “Local Bond Law”). The Down Payment is now available by virtue of provision in one or more previously adopted budgets for down payments for capital improvement purposes.

SECTION 2:

In order to finance the cost of the Improvements not covered by the application of the Down Payment, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$200,000 pursuant to the provisions of the Local Bond Law (the “Bonds”). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Township are hereby authorized to be issued in the principal amount not exceeding \$200,000 pursuant to the provisions of the Local Bond Law (the “Bond Anticipation Notes” or “Notes”).

SECTION 3:

(a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for the acquisition of a garbage truck, as shown on and in accordance with the plans and specifications on file with the Township Clerk.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$200,000.

(c) The estimated cost of the Improvements is \$220,00 which amount represents the initial appropriation made by the Township.

SECTION 4:

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Township (the “Chief Financial Officer”); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Township Committee of the Township at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

SECTION 5:

The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses, and are capital improvements or properties that the Township may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 5 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Township, as defined in the Local Bond Law, is increased by the authorization of the Bonds and

Notes provided in this bond ordinance by \$200,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$18,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

SECTION 7:

Any funds received from time to time by the Township as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Township authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

The Chief Financial Officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 10:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that Township incurs debt obligations under this Bond Ordinance.

The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$200,000.

SECTION 11:

This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

On motion by Mr. Nyland, seconded by Mayor Ryan and passed unanimously on roll call vote to adopt on first reading **Ordinance 2019-05**. Second reading, public hearing will be held on August 28, 2019 at 7:00 PM in the Oxford Municipal Building, 11 Green Street, Oxford, NJ.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to pay all bills presented and approved at the meeting.

Public Comment:

Mrs. Hissim asked if the Department of Public Works was still taking the garbage to Waste Management in Hunterdon County.

Mayor Ryan answered that starting on Tuesday of last week, the DPW was going to the Landfill in Oxford Township.

Mrs. Hissim stated that she heard Ray Haney was leaving his position on the Road Department. She asked that possibly the Township could offer him more money to stay.

Mr. Nyland said that he did not want to stay.

Mrs. Hissim asked how the Committee knew that the current fire tanker is not in good shape and that the Fire Department absolutely needs a new tanker.

Mayor Ryan answered that the Fire Chief, Mike Mack came to the Committee and stated that the tanker needs to be replaced.

Mrs. Hissim also wanted to know if the car at the intersection of Kent Street and Washington Avenue was parked illegally.

Mr. Nyland suggested that she call the Washington Police Department.

Mrs. Hissim asked if the squad and fire calls on the monthly report by the Washington Police could be separated.

There were concerns about over grown branches in the roadway at Lincoln and Henry Street that needs trimming.

The Road Department will trim these branches on Lincoln Street.

End of Public Comment.

Mr. Nyland stated that 119 Belvidere Avenue has been issued a violation and has asked for more time to clean-up property. Mr. Nyland will contact Mike Lavery and ask how many violations can be issued to a resident before the Township can clean-up the property and place a lien on the house.

Mr. Nyland will send Mike Finelli, Zoning Officer an e-mail notifying him that the vacant lot on Henry Street has high grass and weeds and to send a notice to the owner.

On motion by Mr. Nyland, seconded by Mayor Ryan and passed unanimously on roll call vote to authorize Lou Accetturo, to hire a second part-time Department of Public Work's employee at \$12.00 per hour.

EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.

The general nature of the subject matter to be discussed is: One Contractual Issue.

It is anticipated at this time that the above stated subject matter will be made public at the conclusion of the litigation.

The motion carried with the following roll call vote.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter Executive Session at 8:15 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter open session at 8:25 PM.

On motion by Mr. Norton, seconded by Mr. Nyland and passed unanimously on roll call vote to adjourn the meeting at 8:30 PM.

Sheila L. Oberly, RMC