

**WORKSHOP MEETING  
FEBRUARY 05, 2020**

A Workshop Meeting of the Township Committee of Oxford Township was held on February 5, 2020 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were, Robert Nyland, Gerald Norton, Georgette Miller, Committee, Richard Wenner, Attorney, Michael Finelli, Engineer and Sheila L. Oberly, Municipal Clerk.

The flag salute was recited.

Mayor Nyland called the meeting to order at 7:00 PM.

**ORDINANCE 2020-03  
CALENDAR YEAR 2020  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to **2.5%** unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Committee of the Township of Oxford in the County of Warren finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Committee hereby determines that a **1.0%** increase in the budget for said year, amounting to **\$18,003.86** in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Oxford, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Oxford shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to **\$63,013.51**, and that the CY 2020 municipal budget for the Township of Oxford be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt on first reading **Ordinance 2020-03**.

The Committee tabled the discussion of new lease of copier until quotes are received from different dealers.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to donate three 2020 Family Passes to Oxford Furnace Lake for a family of four, to Oxford Central School for their “Annual Bright Beginnings Tricky Tray to be held on April 4, 2020.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to offer the Event Coordinator position to Jessica Mauceri and Catherine Cucciniello, to be Co-Chairpersons.

The Committee discussed the Paving Moratorium Ordinance and will follow-up with any paving projects and agreed to notify all utilities six months in advance unless there is an emergency.

Mr. Finelli explained about Pequest Road. He stated that the residents didn’t have any heat and wanted to connect to the gas line. He said there was minimum damage to Pequest Road.

Mayor Nyland discussed the parking in the Municipal Parking Lot. He suggested that permits should be issued to park. He said there are commercial vehicles parked there and parking should come with a fee. The parking area across from the school and across the bridge has cost \$11,000.00 to maintain these lots.

Mr. Norton said that the parking lot across from the school is where the teachers park. If they don’t park in the lot, teachers would park on the street and make Church Street a nightmare.

Mayor Nyland said that this would have to be enforced and he will discuss it with Washington Police Department and discuss further at a future meeting.

Mr. Norton asked if the Township could place the amount of the fine if the parking rules were not followed.

Mr. Wenner stated, No, must go by the court fees.

Mr. Norton stated that it is strange that the Committee does not have access to all rooms in the Municipal Building. He said that as an elected official, the Committee should have a master key and full accounting of all keys.

Mr. Norton made a motion that a master key be given to the Committee for all the offices in the Township. Mayor Nyland seconded it and the motion passed unanimously on roll call vote.

The Committee agreed to obtain quotes for next meeting for Direct Install.

Mr. Finelli is finalizing the map of Block 1.01, Lot 24 to offer township owned property to the adjacent property owner, James Williams.

Mayor Nyland made a motion to offer James Williams the property for \$2,500.00. Mrs. Miller seconded the motion and carried with roll call vote.

The Committee opened the bids for the following professionals:

Engineer:

- Kastrud Engineering
- Ferriero Engineering
- Morgan Engineering
- Finelli Consultings, LLC.

Planner:

- Kyle + McManus Associates

Bond Council:

- Gibbons, P.C.
- Winnebanta, Basralian & Kahn, P.C.

IT Personnel:

- AARE-Jean Paul Reece

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to hire AARE-Jean Paul Reece for 2020 as the Township's IT person.

Mayor Nyland discussed the Municipal Building telephones. He stated that the telephones are not user friendly and falling apart. He stated Jean Paul found good prices to replace the telephones-a little over \$5,500.00 and \$175.00 a month for service fees. The Township must keep landline phones for firewall, fire alarms and pump service. Mayor stated that the calls would be forwarded directly to the Dept. of Public Work's cell phone-Lou Accetturo.

**Motion to Pay Bills:**

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to pay the bills presented and approved by the Committee.

**Engineer's Report:**

Mr. Finelli stated that Brennan, LLC. sent a revised bill and reduced the amount from \$2,100.00 to \$1,000.00. Matt Hall said he will check and see how much is left in the HDSRF Grant.

Mr. Finelli said that he will be sending out a budget memo with cost to complete Kauffman Road. He stated there is going to be a shortfall and will have to incorporate some money in the 2020 Budget. The Township has received two grants for Kauffman Road for a total of about \$300,000.00.

He said that the project will be completed by Memorial Day.

Mayor Nyland reminded everyone that April 25<sup>th</sup> is the fishing tournament and he does not want the road blocked.

Mrs. Miller stated that she would like to see sidewalks downtown. Mr. Finelli said that grant is no longer available.

Mayor Nyland suggested an idea to think about-to install a couple of cameras at the lake that links the telephones and alerts the Police and/or a Committee member.

Mrs. Miller asked the weight limit on Belvidere Avenue. Mr. Finelli answered, he did not know- this is a County Road.

**Attorney's Report:**

Mr. Wenner stated that starting March 6<sup>th</sup>, the Tax Collector will be receiving the rent for the properties that Oxford Textile owns and rents out.

## 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: Personnel and Cambridge West

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 Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to enter Executive Session at 7:55 PM.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to enter open session at 8:05 PM.

Mayor Nyland stated that he will reach out to the Warren County Health Department to ask for a monthly report.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adjourn the meeting at 8:10 PM.

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Sheila L. Oberly, RMC

