

**REORGANIZATION MEETING
JANUARY 6, 2020**

The reorganization meeting of the Township Committee of Oxford Township was held on January 6, 2020 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were Robert Nyland, Gerald Norton, Michael Lavery, Attorney and Sheila L. Oberly.

Mr. Nyland called the meeting to order at 7:00 PM and stated that the meeting has been properly advertised in compliance with the OPMA of 1975 and the meeting was called to order.

The flag salute was recited.

Mr. Lavery swore in Georgette Miller to a three-year term on the Oxford Township Committee, expiring December 31, 2022.

Mr. Nyland called for nominations for Mayor. On motion by Mr. Norton and, seconded by Mrs. Miller to appoint Robert Nyland as Mayor of Oxford Township for the year 2020.

Mayor Nyland called for nominations for Deputy Mayor. On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to appoint Gerald Norton as Deputy Mayor.

Mr. Lavery swore in Robert Nyland as Mayor for 2020 and Gerald Norton as Deputy Mayor for 2020.

Resolutions:

**RESOLUTION 2020-01
RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN
AND STATE OF NEW JERSEY DESIGNATING
REGULAR MEETING DATES / TIMES**

WHEREAS Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year, no later than January 10th of such year, this public body shall post and mail to newspapers designated by said body, a schedule of the location, time and date of such work sessions and regular meetings of said body during the succeeding year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, as follows:

TOWNSHIP COMMITTEE MEETINGS of the Township of Oxford shall be held at 7:00 PM on the following Wednesday of the month (dates listed below), at the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

The dates of such workshop/regular meetings are as follows for the year 2020.

MONTH	WORKSHOP MEETINGS	REGULAR MEETINGS
January		15 th
February	5 th	19 th
March	4 th	18 th
April	1 st	15 th
May	6 th	20 th
June	3 rd	17 th
July	1 st	15 th
August	5 th	19 th
September	2 nd	16 th
October	7 th	21 st
November		4 th *
December		9 th **

The Monthly Board of Health Meetings will immediately follow the Township Meeting.

*November meeting has been scheduled to the first Wednesday of the month.

**December meeting has been scheduled to the second Wednesday of the month.

RESOLUTION 2020-02
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING NEWSPAPER TO
RECEIVE NOTICES OF MEETINGS

WHEREAS Section 3 (d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers of the Township; and

WHEREAS the second newspaper designated by this body must be one, which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body, of such meetings:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey:

- (1) That **The STAR GAZETTE**, Hackettstown, N.J is hereby designated as the official newspaper of the Township, to receive all notices of meetings as required under the Open Public Meetings Act.

- (2) The **EXPRESS TIMES**, Easton, Pennsylvania. is designated as the second newspaper as required under the Open Public Meetings Act.

This Resolution shall take effect immediately.

RESOLUTION 2020-03

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY DESIGNATING DEPOSITORIES FOR TOWNSHIP FUNDS

WHEREAS the laws of the State of New Jersey require that depositories be named for the Township Funds by the governing body of each and every municipality within the boundaries of the State; and

WHEREAS it is the desire of the members of the Township Committee of the Township of Oxford, to comply with all of the requirements of the law on this subject:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, that the following be named depositories for the **TOWNSHIP OF OXFORD**, for the year January 1, 2020 to December 31, 2020.

1. Fulton Bank – Oxford, New Jersey
2. Chase Bank - Manhattan NY-General Serial Bond

This resolution shall take effect immediately.

RESOLUTION 2020-04

**RESOLUTION FIXING TAX AND SEWER COLLECTION
DATES AND INTEREST RATES**

BE IT RESOLVED, that taxes shall be collected quarterly, the dates being February 1, May 1, August 1 and November 1, and that the interest rate of 8% per annum up to the first \$1,500.00 of delinquency, and 18% per annum over \$1,500.00 of delinquency, be collected after the respective due dates. There will be a ten (10) day grace period after which unpaid taxes will be charged interest from the due date. If a delinquency is over \$10,000.00 at year-end, an additional 6% flat penalty will be included.

BE IT RESOLVED, that sewer charges shall be collected quarterly, the dates being January 1, April 1, July 1, and October 1, with a thirty (30) day grace period. The interest rate of 8% per annum up to the first \$1,500.00 of delinquency, and 18% per annum over \$1,500.00 of delinquency be collected after the respective due dates. If a delinquency is over \$10,000.00 at year-end, an additional 6% flat penalty will be included.

RESOLUTION 2020-05

**AUTHORIZING THE AWARD OF A
FAIR AND OPEN CONTRACT FOR
TOWNSHIP ATTORNEY**

WHEREAS, the Township of Oxford has a need to acquire legal services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one (1) year (January 1, 2020 through December 31, 2020); and

WHEREAS, Lavery, Selvaggi, Abromitis & Cohen (Michael Lavery) has submitted a proposal indicating they will provide the legal services for the amount of \$125.00 per hour for legal services; and

WHEREAS, Lavery, Selvaggi, Abromitis & Cohen (Michael Lavery) has completed and submitted a Business Entity Disclosure Certification which certifies that Lavery, Selvaggi, Abromitis & Cohen (Michael Lavery) has not made any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Lavery, Selvaggi, Abromitis & Cohen (Michael Lavery) from making any reportable contributions through the term of the contract, and

WHEREAS, the required certificate for the availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the

amount of the contract as required by *N.I.A.C. 5:30-14.5* and that fees for the aforementioned legal services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, authorizes the Mayor and Clerk of the Township of Oxford to enter into a contract with Lavery, Selvaggi, Abromitis & Cohen (Michael Lavery) as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be published as required by law within 10 days of passage.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-01 to Resolution 2020-05.**

Resolution 2020-06 Township Engineer and **Resolution 2020-07** Bond Counsel were tabled until January 15th.

RESOLUTION 2020-08

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-MUNICIPAL AUDITOR

WHEREAS, the Township of Oxford has a need to acquire a municipal Auditor as a fair and open contract pursuant to provisions of *N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year; and,

WHEREAS, Ferraioli, Wielkocz, Cerullo & Cuva, P.A. has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$ \$32,000.00; and,

WHEREAS, Ferraioli, Wielkocz, Cerullo & Cuva, P.A has completed and submitted a Business Entity Disclosure Certification which certified that Ferraioli, Wielkocz, Cerullo & Cuva, P.A has not made any reportable contributions to a political or candidate committee in the Township of Oxford in the previous one year, and that the contract will prohibit Ferraioli,

Wielkotz, Cerullo & Cuva, P.A from making any reportable contributions through the term of the contract; and,

WHEREAS, the required certificate for the availability of funds has been filed by the chief financial officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Oxford, authorizes the Mayor and Clerk of the Township of Oxford to enter into a contract with Ferraioli, Wielkotz, Cerullo & Cuva, P.A as described herein as auditors on and in behalf of the Township of Oxford for the year 2020; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value be placed on file with this resolution; and,

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

Political Contribution Disclosure. This contract has been awarded to Ferraioli, Wielkotz, Cerullo & Cuva, P.A based on the merits and abilities of Ferraioli, Wielkotz, Cerullo & Cuva, P.A to provide the goods and services as described herein. This contract was awarded through a “fair and open” process pursuant to N.J.S.A.

19:44A-20.4 *et seq.* As such, the undersigned does hereby attest that Ferraioli, Wielkotz, Cerullo & Cuva, P.A, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded. Exhibit “A” (Mandatory Affirmative Action Language), Exhibit “B” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E” (Political Contributions Disclosure Certification), and Exhibit F (Insurance) are attached to and made a part of this contract.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-08.**

Resolution 2020-09 Township Planner was tabled until January 15th Township Meeting.

RESOLUTION 2020-10

**AUTHORIZING THE AWARD OF A
FAIR AND OPEN CONTRACT FOR
TOWNSHIP PUBLIC DEFENDER**

BE IT RESOLVED by the Mayor and Committee of the Township of Oxford, County of Warren, and State of New Jersey as follows:

1. Scott Wilhelm is hereby retained as Municipal Public Defender of the Township of Oxford for one year (January 1, 2020 through December 31, 2020).

2. This retainer is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by NJSA 40A:11-5 because it requires service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.

RESOLUTION 2020-11

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN AND
STATE OF NEW JERSEY DESIGNATING CHARGES FOR
NOTICES TO THE NEWS MEDIA AND INDIVIDUALS**

WHEREAS Section 14 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings, as required under the Act, be mailed to them individually; and

WHEREAS said Section further permits the public body to provide such notice free of charge to the news media who request same:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey, as follows:

1. Each person who requests that individual notice as required under the Act, be mailed to him, shall pay annually to the Township of Oxford, the sum of \$25.00 to cover the costs thereof.
2. Requests for such individual notice made by news media shall be granted without cost.

3. The sum herein designated is subject to change upon the adoption of a superseding Resolution by the governing body.

This Resolution shall take effect immediately

RESOLUTION 2020-12

**CANCELLATION OF PROPERTY TAX REFUNDS
OR DELINQUENCIES OF LESS THAN \$5.00**

WHEREAS, the State of New Jersey allows a Municipal Employee to process the cancellation of any property tax refund or delinquencies of less than \$5.00; and

WHEREAS, the Municipal Employee allowed to process the cancellation shall be the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED, that the Oxford Township Committee hereby authorizes the Tax Collector to process the cancellation of any property tax refund or delinquency of less than \$5.00.

RESOLUTION 2020-13

TOWNSHIP OF OXFORD TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Oxford has been informed by the Tax Assessor of the Township of Oxford that from time-to-time, changes in property use occur in the Township so that such properties become subject to roll-back taxes pursuant to the Farmland Assessment Act of 1964; and

WHEREAS, the Tax Assessor of Oxford Township has requested the Township Committee authorize him to file petitions, notices and other documents regarding the assessing of such roll-back taxes with the Warren County Board of Taxation; and

WHEREAS, the filing of these documents regarding roll-back taxes by the Tax Assessor of the Township of Oxford is important to the tax assessment process of the Township and the Tax Assessor has already filed petitions and other documents regarding such roll-back taxes with the Warren County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of Oxford Township that the Tax assessor of the Township of Oxford be, and he is hereby authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes;

BE IT FURTHER RESOLVED that this Township Committee hereby confirms and approved of the actions of the Tax Assessor to date in filing such documents regarding roll-back taxes with the Warren County Board of Taxation.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-10** to **Resolution 2020-13**.

RESOLUTION 2020-14

TOWNSHIP OF OXFORD TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Oxford has been informed by the Tax Assessor that from time to time errors are made in computing the tax assessment covering certain property located within the Township of Oxford, and

WHEREAS, the Tax Assessor has requested that the Township Committee authorize him to file corrections of such errors with the Warren County Board of Taxation, and

WHEREAS, the Tax Assessor is called upon to defend tax appeals filed with the Warren County Board of Taxation and to agree to stipulations of appeals,

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, that the Tax Assessor of the Township of Oxford be and is hereby authorized to file corrective appeals with the Warren County Board of Taxation concerning those properties wherein errors have been made, to represent the Township of Oxford in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Township of Oxford, which he feels are proper and in the best interests of the Township of Oxford.

BE IT FURTHER RESOLVED that the Tax Assessor sends copies of such corrected assessment to the individuals involved.

On motion by Mrs. Miller, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Resolution 2020-14**.

Resolution 2020-15 Public Agency Compliance Officer or P.A.C.O; was tabled until January 15th Township Meeting.

RESOLUTION 2020-16

**AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR
TOWNSHIP PROSECUTOR**

BE IT RESOLVED by the Mayor and Committee of the Township of Oxford, County of Warren, and State of New Jersey as follows:

1. Charles Carro, Esq is hereby retained as Municipal Prosecutor of the Township of Oxford for one year (January 1, 2020 through December 31, 2020).

2. This retainer is awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by NJSA 40A:11-5 because it requires service performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-16**.

Resolution 2020-17 Risk Management Consultant was tabled until January 15th Township Meeting.

RESOLUTION 2020-18

**APPOINTMENT OF A FUND COMMISSIONER TO THE
PUBLIC ALLIANCE INSURANCE COVERAGE FUND**

BE IT RESOLVED, by the Township of Oxford, County of Warren, State of New Jersey, that it hereby appoints **Gerald Norton** as the Fund Commissioner and **Georgette Miller** as the Alternate Fund Commissioner to the Public Alliance Insurance Coverage Fund;
and

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the following:

1. **Gerald Norton**

(Fund Commissioner)

2. **Georgette Miller**

(Alternate Fund Commissioner)

3. Public Alliance Insurance Coverage Fund

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote adopt **Resolution 2020-18.**

RESOLUTION 2020-19

RESOLUTION OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, DECLARING THE TOWNSHIP OF OXFORD, A 2nd AMENDMENT / LAWFUL GUN OWNER SANCTUARY TOWNSHIP AS DEFINED HEREIN

WHEREAS, the 2nd Amendment to the U.S. Constitution guarantees the Right to Keep and Bear Arms, an individual right affirmed by the U.S. Supreme Court; and

WHEREAS, the Declaration of Independence refers to all being endowed by their Creator with the unalienable right to life, self-defense is an “original right” referred to by Alexander Hamilton in Federalist 28, and self-defense is recognized as a national and international right; and

WHEREAS, Americans lawfully use firearms hundreds of thousands of times each year, protecting themselves and loved ones from violent criminals; and

WHEREAS, there are an estimated 12 million Americans who lawfully carry concealed firearms; and

WHEREAS, lawfully armed civilians have stopped active shooters and saved law enforcement officers who were under attack; and

WHEREAS, firearms are lawfully used for hunting and sport, on a daily basis, across the country; and

WHEREAS, unbiased research has shown that concealed carry of firearms reduces violent crime, and those benefiting most from firearms in self-defense are women, the elderly and the disabled; and

WHEREAS, abridging the rights of lawful gun owners does not reduce the criminal use of firearms by violent offenders; and

WHEREAS, the Federal and State governments have, for many years, had numerous laws, statutes and regulations relating to firearms ownership, purchase, transportation, transfer, carry and use; and

WHEREAS, violations of existing laws, statutes and regulations are already criminal offenses, many being felonies; and

WHEREAS, gun control laws, including a plethora of current proposed legislation, are not evidence-based; and

WHEREAS, legislation called “gun safety” legislation or “red flag laws”, factually have nothing to do with teaching or promoting the safe and lawful use of firearms.

NOW THEREFORE IT BE RESOLVED by the Mayor and Township Committee of the Township of Oxford, County of Warren, State of New Jersey, as follows:

The Mayor and Township Committee declare Oxford Township to be a 2nd Amendment Lawful Gun Owner Sanctuary Township as defined herein:

- (a) Oxford Township supports the rights of lawful gun owners to lawfully use firearms; to defend themselves, their loved ones and other innocents; to lawfully hunt to provide sustenance for their families; and to lawfully participate in shooting sports up to and including Olympic sports.
- (b) Oxford Township opposes further interference with, or abridging of, the rights of lawful gun owners.
- (c) Oxford Township opposes gun control, “gun safety” legislation, or “red flag laws”, State, Federal or local.
- (d) Oxford Township espouses holding accountable the violent criminal offenders rather than irrational and/or disproven attempts to control lawful tools of self-defense, hunting and sport.

This Resolution shall take effect immediately.

On motion by Mrs. Miller, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Resolution 2020-19.**

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to appoint the following:

Licensed Sewer Operator: Michael Brady

Recycling/Clean Communities Director: Kevin Murray

OEM Coordinator: David Burge-January 1, 2020 to December 31, 2022
OEM Deputy Doug Ort- January 1, 2020 to December 31, 2022

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to table: IT Computer Personnel, Zoning Officer and Animal Officer Agreement until January 15, 2020 Township Meeting.

Public Comment:

Mrs. Csordes from Lower Denmark Road asked the Committee if they received her letter about the numerous cats that are running loose and defecating on her property. She asked the Committee to start licensing cats. She stated that she called the Animal Control Officer and he said it could be groundhogs. She stated this is uncalled for, if you have a cat, you should be responsible for it and license it.

Mayor Nyland asked Mr. Lavery to compile an ordinance for the January 15th meeting to start the process to license cats.

Mrs. Hissim stated that the same car is still parked on Washington Avenue and Kent Street and nothing has been done.

Mayor Nyland said he will ask the police to check on the parking of the car.

End of Public Comment

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to appoint the Township Committee members to the following Committees:

COMMITTEES WITHIN THE TOWNSHIP COMMITTEE:

Finance Committee:	Gerald Norton
Affirmative Action Liaison:	Georgette Miller
Roads, Streets, Garbage and Street Lighting:	Robert Nyland
Public Safety and Police Liaison:	Robert Nyland
Recreation:	Gerald Norton
Liaison to PCFA:	Gerald Norton
Liaison to PRMUA:	Robert Nyland
Liaison to Board of Education:	Gerald Norton
Liaison to Board of Chosen Freeholders:	Georgette Miller
Administration Liaison	Georgette Miller

2020 Appointments to the Land Use Board

Class I Member: Robert Nyland
Class II Member: Doug Ort
Class III Member: Gerald Norton
Class IV Member: Michael Mack
Alternate Member I: Bill Ott
Alternate Member II: Katie Hoffman

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: Contractual Matter-Solar.

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 Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to enter Executive Session at 7:28 PM to discuss advertising for Solar RFPs.

On motion by Mr. Norton, seconded by Mayor Nyland and passed unanimously on roll call vote to enter open session at 7:44 PM.

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve the revisions to the solar RFPs as discussed in Executive Session.

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adjourn the meeting at 7:45 PM.

Sheila L. Oberly, RMC

