

TOWNSHIP MEETING
June 17, 2020

The Township Committee meeting of the Township Committee of Oxford Township was held on June 17, 2020 via Zoom Meeting [https://zoom.us/j/856 0066 8038](https://zoom.us/j/85600668038) and/or by calling the toll-free number: (877) 853-5247 and entering the meeting ID# 856 0066 8038.

Sunshine Statement:

Adequate Notice of this meeting was properly re-advertised in The Express Times/NJ Zone Edition, Express Times, on the Township website (www.oxfordtwpnj.org) and Township Facebook page in compliance with the Open Public Meeting Act of 1975.

In attendance were Robert Nyland, Gerald Norton, Georgette Miller, Township Committee, Michael Finelli, Engineer, Rich Wenner, Attorney and Sheila L. Oberly, Municipal Clerk. Matt Hall also attended.

Opening Flag Salute:

The flag salute was recited.

Mayor Nyland called the meeting to order at 7:02 PM.

Meeting Minutes:

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to approve the April 1st Workshop Meeting and April 15th Township Meeting.

Ordinances:

Ordinance 2020-08 Amending Chapter 118 Entitled “Animals” was read by title on second reading and opened for public comments.

Mayor Nyland stated that this ordinance is a nuisance ordinance, no licensing or registrations will be due for cats.

There were no public comments.

Public Comment was closed.

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

Resolutions:

RESOLUTION 2020-46

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 Clerk are hereby authorized to submit an electronic grant application identified as **MA-2021-Mine Hill Road Resurfacing-00136** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and 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.

RESOLUTION 2020-47

AUTHORIZING TOWNSHIP AMENDMENTS TO OUTDOOR DINING PERMITS

WHEREAS, Governor Murphy has issued Executive Order No. 150 permitting the resumption of outdoor dining and beverage sales and consumption with restrictions imposed by the New Jersey Department of Health; and,

WHEREAS, according to Executive Order No. 150, effective at 6:00 a.m. on Monday, June 15, 2020, restaurants, cafeterias, dining establishments, and food courts, with or without a liquor license, bars, and all other holders of a liquor license with retail consumption privileges, collectively referred to as “food or beverage establishments,” are permitted to offer in-person service at outdoor areas; and,

WHEREAS, the Oxford Township Committee desires to assist restaurant businesses during the COVID-19 pandemic and emergency by establishing an expedited process for the possible temporary expansion of the space available for outdoor dining in compliance with Executive Order No. 150 and the New Jersey Department of Health.

NOW, THEREFORE, BE IT RESOLVED that, in light of the fact that Executive Order No. 150, and Department of Health Executive Directive 20-014 have specifically allowed outdoor dining to resume with the restrictions contained therein, the Township Committee of the Township of Oxford, hereby temporarily waives the regular procedures for land use permits for outdoor dining expansion by permitting businesses to submit an expedited Outdoor Dining Permit application and plan for the balance of the year 2020, including the potential expansion of such dining onto sidewalks and parking lots, to the Township Construction Code official for review; and,

BE IT FURTHER RESOLVED, the Construction Code Official, in consultation with the Fire Code Official, Sub code Official, Local Police Department and the Board of Health and any other official that the Construction Code Official deems necessary, shall review such application and plan on an expedited basis, and shall work with such business to reach accommodations to assist such businesses with obtaining an Outdoor Dining Permit from the Township, keeping in mind that the safety and health of the public shall be of the utmost importance; and,

BE IT FURTHER RESOLVED, that once the Construction Code Official, in consultation with the other aforementioned township officials, is satisfied that the business has demonstrated that their outdoor seating plan is safe for customers, staff and the general public, the Construction Code official shall issue such Outdoor dining permit; and,

BE IT FURTHER RESOLVED, that the fees associated with such Outdoor Dining Permit shall be waived for the year 2020 to assist such businesses during the COVID-19 pandemic.

RESOLUTION 2020-48

Resolution Authorizing the Tax Collector to Hold an Electronic Tax Sale For Unpaid 2019 Taxes and Other Municipal Charges Through NJ Tax Lien Investors/RealAuction.Com

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for electronic sales; and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process; and

WHEREAS, based on the recommendation of the Tax Collector, the Township of Oxford wishes to hold an electronic tax sale for unpaid 2019 taxes and other municipal charges.

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Oxford, County of Warren, State of New Jersey authorizing the Tax Collector to hold an electronic tax sale for unpaid 2019 taxes and other municipal charges through NJ Tax Lien Investors/RealAuction.com on December 3, 2020.

RESOLUTION 2020-49

REDEEMED LIENS

WHEREAS, several real property tax payers have redeemed liens held against their property taxes and;

WHEREAS, the Tax Collector has received proof of such payments after correspondence with said property owners;

NOW, THEREFORE BE IT RESOLVED that the Township Committee, of the Township of Oxford, County of Warren, State of New Jersey, hereby authorizes the Certified Finance Officer to release the amount specified to the lienholders listed below.

Block	Lot	Name of Owner	Amount	Premium	Lienholder
33	52	Pierro, A & D	\$2533.87	\$2800.00	CC1 NJII
33.01	5	Binkiewicz, J & F	\$2540.03	\$2800.00	CC1 NJII

RESOLUTION 2020-50

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Oxford Township Committee of the Township of Oxford, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

On motion by Mayor Nyland seconded by Mr. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-46, Resolution 2020-47, Resolution 2020-48, Resolution 2020-49 and Resolution 2020-50.**

New Business:

Mayor Nyland stated that he would like additional time to review the Corrective Action Plan. The Committee tabled it until July 1st Workshop Meeting.

The Committee reviewed and signed the Group Affidavit for the 2020 Budget.

Township Committee Reports and Correspondences:

On motion by Mr. Norton, seconded by Mayor Nyland and passed unanimously on roll call vote, stating that the following is a full list of returning employees that have or will be working at the Oxford Furnace Lake this summer.

AJ Lewis (Lifeguard)
Kara Tipton (Lifeguard)
Nicole Williams (Lifeguard)
Brienne McDonald (Lifeguard)
John Ort (Lifeguard)
Brian Spolarich (Lifeguard)
Tim Gilbert (Lifeguard)
Dannielle Gilbert(Lifeguard)
Molly Burton (Lifeguard)
Garrett Rush (Helper)
Joseph Accetturo (Helper)
Timmy Toth (Helper)
Charlotte Orbine (Helper)

Mayor Nyland said that last Friday and Saturday, there were some issues at the Lake. The Mayor said he has thought of three retired police officers that he will ask to work part time at the Lake as a Security Officer. He will reach out to each one and if interested, ask that person to fill out a job application.

Mayor Nyland discussed requests from residents to take trees down. He stated that if the tree is on “the resident’s” property, the township is not liable unless it poses a dangerous situation. Lou Accetturo, DPW, Supervisor will go out to the property and check the tree’s location in question and report back to the Committee.

Mayor Nyland stated that the Municipal Building will have a “Soft Opening” beginning June 22nd. The building will be open but with restrictions-only two people allowed in the Municipal Building at the same time, must make an appointment with the person that you want to speak with, keep six feet apart and wear a mask at all times.

Mr. Norton suggested that the rates be changed at Oxford Furnace Lake. He said that Oxford residents should be charged \$5.00, non-residents charged \$8.00 and Senior Citizens charged \$3.00 for admittance to the Lake. He also suggested that the cost to rent tables be increased from \$5.00 to \$8.00. He stated he will contact Eddy Patient, Lake Director.

The Committee will review the cost for season passes next year.

On motion by Mr. Norton, seconded by Mayor Nyland and passed unanimously on roll call vote to amend the prices to Oxford Furnace Lake, starting June 22, 2020.

Mrs. Miller suggested that the Township set up a Facebook page for Oxford Furnace Lake. Mr. Norton will contact Eddy Patient, Lake Director to discuss having a Face book page. This Facebook page will only give information about the lake, there will be no interaction.

Mr. Norton announced that the Township has set up additional police patrols. Also, that the Risk Management Consultant for PAIC Insurance has done a review of the lake. Mr. Norton will have a virtual meeting with PAIC next week.

Mr. Norton said that the request to accept debit and credit cards at the lake is being researched.

Mr. Norton stated that a resolution to accept debit and credit cards and disclosing the fees must be approved by the Committee.

Mr. Norton will send to Mr. Wenner the information for review and approval of the Resolution at the July 1st Workshop Meeting.

Mr. Norton asked Mr. Wenner if the Township can waive late fees on garbage and/or taxes on a case by case basis?

Mr. Wenner stated that he prefers the Township have a policy in place in order to remove favoritism and set guidelines for uniformity.

Mr. Wenner will research this request and get back to Mr. Norton before the July 1st meeting.

Mayor Nyland said that the information about the estimated tax bills will be put on the website.

Mr. Norton announced that the collection rate on taxes have increased slightly. He asked if a lien can be put on the property for late sewer and garbage fees? Mr. Norton said language is needed in an ordinance in order to place liens on properties for late fees to be paid. He stated that about \$132,000 is owed to the Township for late garbage fees.

Mr. Wenner said that Mike Lavery did research, on if sewer liens are the same as tax liens. Mr. Wenner will reach out to Mr. Lavery.

Mr. Norton stated that at the July 1st meeting, the Township would like to adopt this ordinance.

Mrs. Miller said that the Event Coordinators are working on having a food truck come to the triangle. (OxWall Property) or to the Oxford Furnace Lake.

Mayor Nyland agreed and suggested that possibly the Township could close Washington Street too. He also stated that a new catering place called Beanstalk Foods has opened on Wall Street.

Mr. Miller suggested that Kent Street may be a better place. Mayor Nyland said no, because Beanstalk Food Catering would not be close enough to participate.

Mayor Nyland stated that any food business in the Township and/or Warren County would be invited to participate.

Mrs. Miller said that they are planning to hold this event at the end of July, beginning of August.

Mayor Nyland announced that the Committee will be in the Municipal Building for the July 1st Workshop Meeting and the meeting will be opened to the public but this decision is still subject to change. Everyone is required to wear a mask, maintain six-foot distancing and only limited seating will be available. Also, the public will still have the same call-in feature that has been available to them for previous Township/Workshop Meetings.

Township Engineer's Report:

Mr. Finelli announced the following:

- Kauffman Road has been completed on schedule and came in under budget
- Moving forward with the NJDOT Final Inspection
- 2021 NJDOT Grant for Mine Hill Road (Resolution 2020-46) will be mailed tomorrow on schedule
- Moving “full steam ahead” with solar project
- Site meeting-OxWall next couple of weeks-Shawn Clifford, Brokerhoff Inc., Mayor Nyland and Mr. Finelli. Mayor Nyland asked that the meeting be the week of the 29th and possibly after noon.
- Asked if Mike Lavery reached out to Jeff Magdon in regards to changing the LDSF. Mr. Wenner will check.
- Three zoning summonses have been issued and pending court dates.
- 40 Green Street-re-inspection due June 22nd. A summons will be issued if the violation isn't rectified. After the court date, Department of Public Works can clean it up and put a lien on the property.

Township Attorney's Report:

Mr. Wenner stated that he had a discussion with Glenn Kienz, Attorney from Weiner Law Group and Nevitt Duveneck in regards to Cambridge West. He stated that he will have more to report to the Committee at the July 1st Workshop Meeting. Mr. Wenner said he will e-mail all the Cambridge West documents to Mike Finelli.

Motion to Pay Bills:

On motion by Mrs. Miller, seconded by Mr. Norton and passed unanimously on roll call vote to approve all the bills that were signed.

Mayor Nyland thanked Peg Hissim and the Oxford Emergency Squad for honoring all of the 2020 Graduates in Oxford Township.

Public Comment:

The Mayor explained that over the weekend at the lake, there were a few problems.

- Kayaks were in the water after hours
- Lifeguards were given a hard time

He has spoken to Washington Township Police.

Adjourn:

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adjourn the meeting at 8:05 PM.

Sheila L. Oberly, RMC