

**TOWNSHIP MEETING**  
**May 20, 2020**

The Township Committee meeting of the Township Committee of Oxford Township was held on May 20, 2020 via Zoom Meeting <https://zoom.us/j/92404771049> or by calling the toll-free number: (877) 853-5247 and entering the meeting ID# 924 0477 1049.

**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](http://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, Michael Lavery, Attorney and Sheila L. Oberly, Municipal Clerk.

Natasha Turchan, CFO, Tom Ferry, Auditor and Matt Hall also attended.

**Opening Flag Salute:**

The flag salute was recited.

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

**Meeting Minutes:**

On motion by Mr. Norton, seconded by Mayor Nyland and passed unanimously on roll call vote to approve the March 4<sup>th</sup> Workshop Meeting Minutes and the March 18<sup>th</sup> Township Meeting minutes.

**Ordinances:**

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to cancel **Ordinance 2020-01 Cat Licensing.**

**ORDINANCE 2020-08**  
**AN ORDINANCE AMENDING CHAPTER 118 OF THE ORDINANCES OF THE**  
**TOWNSHIP OF OXFORD ENTITLED "ANIMALS"**

**WHEREAS**, the Township Committee of the Township of Oxford has deemed it necessary to amend Chapter 118 of the Ordinances of the Township of Oxford in order to regulate the keeping of cats;

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Oxford that the following amendments be made to Chapter 118 of the Ordinances of the Township of Oxford;

Change Article I title to:

**Article I**

Licensing and Regulation of Dogs and Regulation of Cats.

Definitions-add:

**PUBLIC NUISANCE ANIMAL** An animal that damages either public or private property or harms the lawful users or occupants thereof.

Add:

**Article III – Regulation of Cats**

**§ 118-27. Care and control.**

Any person who owns, keeps' or harbors any cat located within the Township of Oxford or permits a cat to enter the corporate limits of the Township of Oxford shall exercise sufficient and proper care and control over such animal at all times so as to prevent the animal from becoming a public nuisance or otherwise violating this ordinance.

**§ 118-28. Responsibility of owner.**

No person owning, keeping or harboring any cat shall permit it to soil, defile or commit any nuisance on any place where people congregate or walk or upon any public property whatsoever. This provision shall apply to all privately owned property in the Township except the property of the owner or keeper of the cat and the property owned or controlled by persons who have invited or permitted the owner or keeper of a cat to bring such cat upon the premises.

**§ 118-29. Nuisances.**

No person owning or keeping a cat shall permit such cat to become a public nuisance as defined herein.

**Article IV – Feeding of cats and dogs outside of primary structures.**

**§ 118-30. Purpose.**

The purpose of this section is to protect the health, safety and welfare of all those frequenting this municipality by preventing the needless health hazards and nuisances caused the outdoor feeding of cats and dogs, including but not limited to: the spread of feral dog and cat feces upon public and private property located within the Township, the spread of rabies among feral dogs and cats permitted to roam at large, and the attraction of nuisance animals, such as raccoons, skunks, and possums, as well as dangerous predators, such as coyotes and black bears.

**§ 118-31. Feeding of cats and dogs outside of primary structures prohibited; responsibility of owner.**

(1) No person, agency or institution shall at any time cause, suffer or allow any person, agency, or institution to make food available for the purposes of feeding dogs or cats in any location other than the primary structure located on the property owned or leased by the person, agency, or institution thereon.

(2) No person, agency or institution shall at any time cause, suffer or allow any person, agency, or institution to make food available for the purposes of feeding dogs or cats in any location on any property not owned or leased by the person, agency, or institution thereon.

(3) No person, agency or institution shall make food available for the purposes of feeding dogs or cats upon any publicly owned or controlled property, including, but not limited to, lands controlled by the Township of Oxford, the County of Warren, the State of New Jersey, and/or the United States Government.

(4) Any person who shall violate any provision of this section shall be subject to a fine of not less than \$50 nor greater than \$100 for each offense.

On motion by Mrs. Miller, seconded by Mr. Norton and passed unanimously on roll call vote to adopt on first reading, **Ordinance 2020-08**. This Ordinance will be considered for final reading and adoption at a regular Township Committee meeting of the Township Committee on June 17, 2020, at 7:00 PM at the Oxford Municipal Building, 11 Green Street, Oxford.

**Resolutions:**

**RESOLUTION 2020-42**

**TO DOCUMENT THE APPOINTMENTS OF  
THE EMERGENCY MANAGEMENT COORDINATOR  
DEPUTY MANAGEMENT COORDINATOR  
AND 911 COORDINATOR  
TO THREE YEAR TERMS**

**WHEREAS**, the Township of Oxford in order to comply with New Jersey Emergency Management Directive #102, directing a minimum three-year appointment, at their Township Meeting held on January 6, 2020 approved the Mayor's appointments to these offices, and

**WHEREAS**, Mayor Robert Nyland of the Township of Oxford, hereby appointed David Burdge to the position of Emergency Management Coordinator for a period of three years from January 1, 2020 through December 31, 2022, and

**WHEREAS**, Mayor Nyland of the Township of Oxford, hereby appointed Peggy Hissim to the position of 911 Coordinator for a period of three years from January 1, 2020 through December 31, 2022, and

**WHEREAS**, The Emergency Management Coordinator, David Burdge of the Township of Oxford hereby appointed Doug Ort to the position of Deputy Emergency Management Coordinator for a period of three years from January 1, 2020 through December 31, 2022.

**NOW, THEREFORE BE IT RESOLVED**, the appointment of David Burdge Emergency Management Coordinator, shall be subject to approval from the New Jersey Office of Emergency Management and completion of required Basic Training Courses within one year of appointment.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Resolution 2020-42.**

**New Business:**

Mayor Nyland opened the meeting to public comment on the 2020 Amendment to the Budget. There was no public comment, the comment period was closed.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt the amendment to the 2020 Oxford Township Budget.

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt the 2020 Oxford Township Budget.

Mr. Finelli explained the Musconetcong Watershed Association (MWA) and the benefits of the township becoming a member. MWA will fill out all the reports and give all the updates required for the Stormwater Permit required by the State of New Jersey. The fee to join is \$250.00

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to join the Musconetcong Watershed Association.

**Township Committee Reports and Correspondences:**

Mayor Nyland stated that there is an issue with who has keys to the municipal building and who has access to the offices. At this time the building is closed. He stated that the building and offices should be redone, have a master key and have everyone that is given a key, sign a waiver.

Mr. Norton said this issue was brought up in an earlier meeting and he agreed, the locks should be changed.

Mayor Nyland to get prices on rekeying all the locks and the options available.

Mayor Nyland stated that Congressman Josh Gottheimer asked if anyone would like to nominate anyone for the “Hometown Hero” award. He asked that everyone think of anyone who has been an asset to the Township. Congressman Gottheimer needs their name, address, and e-mail by Tuesday.

Mayor Nyland said that Warren County missed the stimulus money given out by the Governor’s Office. Hopefully Warren County will receive money in the next stimulus package.

Mayor Nyland announced that Oxford Township had six cases of the Coronavirus and six recoveries. He stated that he is very proud of Oxford Township.

Mayor Nyland also announced that the Oxford Furnace Lake is opening as per the guidelines set by the Governor.

Mr. Norton said that the lake is ready to open and the two big issues is no picnicking or grilling. Also, there is a plan in place to limit the number of people on the beach-only 50% capacity allowed as per the parking places, first come, first serve.

Mr. Norton has been meeting with Eddy Patient, Lake Director and eight to nine lifeguards will be returning. Opening is scheduled for Saturday, at 11:00 AM. There will be no season passes sold at this time.

Mr. Norton stated that the solar bids have been reviewed by the Attorneys and originally the bid was for 30 years, the Solar Company-SolarStone wants to push it back to 35 years on the lease agreement.

On motion by Mr. Norton, seconded by Mayor Nyland and passed unanimously on roll call vote to approve this request.

Mr. Norton will notify Katrina Campbell, Attorney.

Mr. Norton said that he received a phone call from Oxford Central School, stating they are putting together a Committee to discuss a draft plan to open the school for the 2020-2021 school year.

Mrs. Miller volunteered and said that she would like to join this Committee.

Mr. Norton stated that the deadline for Request for Proposals (RFP) pertaining to the Redevelopment of 311, Route 31, (Block 26, Lot 83) Cambridge West was due today. Only one RFP was received from Nevitt Duveneck, PE, CME- (ND Engineering).

Mrs. Miller stated that the Event Coordinators are working on and scheduling different projects when the township opens to public gatherings.

**Engineer's Report:**

Mr. Finelli stated that Kauffman Drive has been paved and finished. The guardrails, is scheduled to be completed within two weeks.

Mr. Finelli said that the 2021 NJDOT Grant Application is due July 1 and he will submit the paperwork for Mine Hill Road and the Committee asked that possibly, a second application be submitted for Robson Ridge, in Spring Meadows.

Mr. Finelli said that "development roads" are not a good candidate for the NJDOT Grant.

(Tom Ferry, Auditor and Natasha Turban, CFO left the meeting at 7:35 PM.)

Frank Brockerhoff and Shawn Clifford from Brockerhoff Environmental Services attended the meeting via Zoom.

Mr. Brockerhoff thanked the Committee for the opportunity to review the Oxwall site.

Mr. Clifford investigated the site and gave an overview of the minimum steps that need to be done on the site. Mr. Clifford stated that in 2016, the site investigation was completed and in 2018 the remediation investigation was started but has not been completed.

Mayor Nyland asked Mr. Clifford how long to remediate the property? Mr. Clifford answered that he could not give an accurate estimate at this time. Mr. Clifford stated that it will take many years to remediate-need additional wells installed off and on site. He stated that the underground storage tanks must also be addressed because he believes the tanks are full.

Mr. Norton asked if accurate work was completed? Mr. Clifford answered yes. Mr. Clifford estimated the timeframe until everything would be completed on the Oxwall site, approximately seven to ten years.

Mayor Nyland asked if there is money available through the State and Mr. Clifford answered, yes, the HDSRF grant. Mr. Clifford stated that 100% of cost can be funded through state grants.

Mr. Norton asked, "How can the township get the ball rolling?"

Mr. Clifford answered, "Must give authorization to hire a Licensed Site Remediation Professional (LSRP)."

Mr. Brockerhoff offered to become the LSRP and to dismiss Brennan, LLC. He stated that Brockerhoff Environmental will coordinate with Brennan, LLC and get the files from Brennan, if the Committee appoints them.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to dismiss Brennan, LLC and appoint Brockerhoff Environmental as the LSRP.

The Committee asked Mr. Lavery to send a letter to Brennan, LLC, stating that the Township has hired Brockerhoff Environmental and Brennan's service is no longer needed at this time.

Mr. Clifford will reach out to NJDEP and apply for the HDSRF Grant.

Mr. Finelli suggested that Mr. Brockerhoff and Mr. Clifford come back in two weeks to the Workshop Meeting and give the Committee an update of their progress and if funding is still available.

Mr. Finelli gave an update of the Zoning Violation:

- 3 Shippen Ridge-Violation notice was sent-due 6/4. If no action is taken, a summons will be issued for tall grass.

Mr. Lavery stated that if no action is taken by 6/5, Department of Public Works can cut the grass and a lien placed on the property.

**Attorney's Report:**

No Report Given

**Motion to Pay Bills:**

On motion by Mrs. Miller, seconded by Mr. Norton and passed unanimously on roll call vote to approve all bills presented and approved by the Committee.

**Public Comment:**

Mayor Nyland opened the meeting to public comments. He stated to push \*9 if you want to make a statement or have a question.

Ms. Young stated that she would like to buy a season pass to the Oxford Furnace Lake. She stated that she would like to support the lake and if required, she will sign a release form.

Mayor Nyland thanked her and stated that season passes to the lake, will be available to the public, but with stipulations.

Mr. Norton stated that if someone wants to buy a season pass to the lake, to contact Eddy Patient, Lake Director.

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adjourn the meeting at 8:14 PM.

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Sheila L. Oberly, RMC