

TOWNSHIP MEETING
September 25, 2019

The Township meeting of the Township Committee of Oxford Township was held on September 25, 2019 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey

In attendance were Gerald Norton, Robert Nyland, Bill Ryan, Township Committee, Katrina Campbell, Attorney, Michael Finelli, Engineer and Sheila L. Oberly, Municipal Clerk.

The flag salute was recited.

Mayor Ryan called the meeting to order at 7:02

Meeting Minutes:

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt the August 7th and August 28th Executive and Township meeting minutes.

Ordinances:

No Ordinances

Resolutions:

RESOLUTION 2019-45

**A RESOLUTION FIXING THE SALARIES OF CERTAIN OFFICERS
AND EMPLOYEES OF THE TOWNSHIP OF OXFORD**

BE IT ORDAINED, by the Mayor and Committee of the Township of Oxford, County of Warren and State of New Jersey, as follows, until a subsequent salary resolution is adopted

Section I. The salaries for the following officers and employees for the Township of Oxford shall be as follows:

<u>Title</u>	<u>Salary</u>
Mayor	5,054.62 per year
Deputy Mayor	3,821.85 per year
Committee Person	3,821.85 per year
Township Clerk	71,152.00 per year
Registrar	4,590.00 per year
Election Official	415.00 per election

Land Use Bd. Secretary	14,566.00 per year
Deputy Clerk	13.11 per hour
Office Clerk	13.11 per hour
CFO	31,153.00 per year
Collector	22,083.00 per year
Collector Assistant	10.20 per hour
Tax Assessor	17,713.00 per year
Public Works Foreman	82,620.00 per year
Public Works Senior Laborer	23.07 per hour
Public Works Laborer	12.48 per hour
Public Works Laborer I-Starting June 26, 2019	15.00 per hour
Public Works Laborer II-Starting July 10, 2019	15.00 per hour
Public Works Temporary Laborer	12.00 per hour
Equipment Operator	25.76 per hour
Zoning Officer	3,889.26 per year
Board of Health Member	143.00 per year
Municipal Building Custodian	17.07 per hour
Emergency Management Coor.	1,906.00 per year
Animal Control Officer	5,306.00 per year
Animal Control Deputy	40.00 per call
Recycling Coordinator	70.73 per month
Crossing Guards	10.94 per hour
Special Meetings	155.00 per meeting

All Salaries above retroactive to January 1, 2019 unless otherwise noted.

Seasonal Salaries:

Lake Director-20 hrs/wk-6 months	15.60 per hour
Assistant Lake Director	80.00 per day
Lifeguards-First Year	10.20 per hour
Lifeguards-Second Year	10.70 per hour
Lifeguards-Third Year	11.22 per hour
Lifeguard-Fourth Year	11.72 per hour
Lifeguard-Fifth year	12.00 per hour
Concession Stand Operator	10.00 per hour

Section II Any resolution or part of resolution inconsistent herewith is hereby repealed.

Tabled at the July 17, 2019 Township Meeting to the August 28th Township Meeting
Tabled at the August 28th Township Meeting to the September 4th Workshop Meeting
Tabled at the Workshop Meeting on September 4, 2019 to the September 25, 2019 Township Meeting.

Mayor Ryan stated that he has been the one holding this resolution up, but after talking to the attorney, he stated he is not going to hold it up anymore.

On motion by Mr. Nyland and seconded by Mr. Norton to adopt **Resolution 2019-45**. Mayor Ryan voted No.

RESOLUTION 2019-50

**RESOLUTION IMPOSING A HALLOWEEN CURFEW
AND ESTABLISHING OBSERVANCE OF TRICK-OR-TREAT
WITHIN THE TOWNSHIP OF OXFORD**

WHEREAS, Halloween Night and several nights before and after have historically been nights when acts of criminal mischief and vandalism have increased throughout the Township; and

WHEREAS, the Township of Oxford desires to take some action to help reduce the likelihood of such incidents by establishing a **suggested curfew** to assist parents and lawful guardians of minor children; and

WHEREAS, said curfew is viewed as an important part of maintaining the peace and order of the community and all persons are strongly urged to cooperate with the Washington Township Police Department by abiding by the curfew; and

WHEREAS, the door to door solicitation of treats is a tradition enjoyed by many as well as an annoyance and inconvenience to others and, therefore, needs to be regulated to provide for the safety, health, and welfare of all persons within the community.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Oxford, in the County of Warren, State of New Jersey that there is hereby established a suggested curfew for all persons seventeen (17) years of age or younger of 9:00 pm from Wednesday, October 30, 2019 up to and including Thursday, October 31, 2019. Curfew shall be extended for school sponsored events to one (1) hour after the conclusion of the event.

BE IT FURTHER RESOLVED, that Trick-or-Treat Night shall be observed within the Township of Oxford on Thursday, October 31, 2019 from 5:00 pm to 7:00 pm.

On motion by Mr. Norton, seconded by Mr. Nyland and passed unanimously on roll call vote to adopt **Resolution 2019-50**.

RESOLUTION 2019-51

Grant a Totally Disabled Veteran Exemption

WHEREAS, the following individuals have filed application for a Totally Disabled Veteran Exemption and;

WHEREAS, the Tax Collector has approved said applications for the 2019 tax year in accordance with N.J.S. 54:4-3.30;

NOW, THEREFORE BE IT RESOLVED, that the Township Committee, of the Township of Oxford, County of Warren, State of New Jersey, is hereby authorized to cancel the below listed amounts.

Block	Lot	Name of Owner	Year	Amount
24	6	Gutierrez	2019	\$8,811.00

The Committee discussed the resolution and on motion by Mr. Norton, seconded by Mayor Ryan and passed unanimously on roll call vote to reimburse Mr. Gutierrez his property taxes back to January 1, 2019.

RESOLUTION 2019-52

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
33.05	17	Johnson & Rowe	\$15666.16	\$2500.00	Jing Yang
2	49	Nationstar Mtg	\$2554.32	\$1100.00	Jing Yang

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to adopt **Resolution 2019-52.**

New Business:

The Committee asked the Attorney to draft a letter stating that the Committee cannot waive the sewer or garbage utility tax. This letter then can be given to any resident that has questions about waiving the fee.

Mr. Nyland made a motion to authorize the Mayor to e-mail all department heads stating that there should not be any bills submitted to the Committee for payment that are over 30 days. Mr. Norton seconded the motion and it carried on roll call vote.

Mr. Nyland stated that each year, the Oxford Youth Association puts on a Christmas program, trees are decorated in boxes along Wall Street and a tree placed in the center of town. He will reach out to Becky Roberts and ask her if OYA is still doing it this year.

Township Committee Reports and Correspondences:

Mr. Norton said that the PTA is having a Trunk or Treat/Fall Festival at Oxford Furnace Lake on October 27th from 4-7 PM. They are hoping to make this event bigger in the years ahead, “Mom & Pop Vendors, Face Painting, Games under the Pavilion, Etc. The PTA is waiting to hear back from their insurance provider to see if this would be permissible.

Mr. Norton said that he received a request from a resident on Snyder’s Lane asking the Township to abandoned the roadway from the beginning of their property line, to the end of the road.

Mr. Nyland stated his opinion that the Township should vacate the whole road or nothing. The damage to the road is from the beginning of Snyder’s Lane all the way to the end of the road because of heavy trucks.

Mr. Norton stated that Eddy Patient has submitted the 2019 Profit and Loss Statement for Oxford Furnace Lake.

Mayor Ryan said Eddy Patient will sit down with the CFO to get additional expenses for the lake, that Eddy would not have, to get a true picture of the profit and loss. He said this is not a realistic report.

Mayor Ryan said that last year the lake showed a loss after all the expenses were shown.

Mayor Ryan said that Eddy will sit down with the Committee before next year and give a “Wish List” for the Lake as he has done in previous years.

Mr. Norton asked what is the Township's legal requirement to trim trees in the Township Easement or Right of Way.

Ms. Campbell stated that it is the Township's right but not obligation. Ms. Campbell sent the following memo:

Memorandum

To: Oxford Township Committee
From: Katrina L. Campbell, Esq.
Re: New Jersey Shade Tree and Community Forestry Assistance Act.
9/26/19

The Committee had a discussion about how to best protect itself against liability from trees in the right of way. I mentioned that there is a procedure for the Township to obtain "approved status" under the New Jersey Shade Tree and Community Forestry Assistance Act. Below is a detailed explanation of what is required to obtain Approved Status under the Act but basically it means having a forestry management plan and having trained employees/volunteers.

Obtaining approved status would greatly strengthen the township's argument for Tort Claim Immunity. An injury caused by a tree claimed to be under the control of the Township would be brought in a suit against the Township.

The Township is afforded some immunity under the general Tort Claim Act (NJSA 59:4-2). However, this is not absolute immunity. There is a several pronged test that needs to be met by the plaintiff to overcome the Township's immunity. The plaintiff would have to prove that a) there was a dangerous condition, b) the dangerous condition caused the injury, c) dangerous condition created a reasonably foreseeable risk and d) that either a township employee created the dangerous condition or the township has actual or constructive notice of the dangerous condition. Further, there is no liability on the part of the Township unless the plaintiff can prove that the actions taken (or not taken) by the township were "palpably unreasonable". If the township had an approved forestry plan and core trained volunteers it greatly strengthens its argument that it didn't do anything palpably unreasonable in a particular instance.

This would also be helpful in light of the impending ash borer problem.

A link to the NJDEP's guidelines can be found at:

http://www.state.nj.us/dep/parksandforests/forest/community/pdf_files/community_forestry_management_plan_guidelines.pdf

If anyone has any questions, I have found Alec McCartney at NJDEP, Community Forestry Program is extremely helpful. Alec.McCartney@dep.nj.gov 609-292-2532

Below is a summary of the requirements.

Approved Status

“Approved status” is the reward for full compliance with the New Jersey Shade Tree and Community Forestry Assistance Act. There are four (4) requirements in order to obtain approved status under the Act. The municipality has the ability to gain or lose approved status every year.

Four requirements:

Current Approved Community Forestry Management Plan: Once approved this Plan covers 5 years. Once a Plan is approved it is retroactive to January 1 of that year. Meaning that if a Plan is approved at any time in 2019 the first year of the Plan will be 2019 and the plan will expire December 31, 2023. In order to file a Plan, the Township needs to hire a forester. A list of recommended foresters can be found on the NJDEP’ s website.

Two CORE trained individuals: One (1) municipal employee and one (1) community volunteer. An elected official can count towards either an employee or a volunteer. CORE training is a one-time thing, once a person has it, they can continue to be counted towards the Township’ s two individuals as long as they remain an employee or a “community volunteer”. If a CORE trained person leaves the Township midyear, the Township has until the end of the next year to replace that person with another CORE trained person. So, if the Township has two CORE trained people now and in April one leaves, the Township would have a probationary period until December 31, 2020 to replace the person who left with another CORE trained person. *** Since CORE training never expires you may have some community members who have received this training already and it may just be a matter of getting them signed up as your official community volunteer.*** A list of course offerings can be found on the NJDEP’ s website. NJDEP, Division of Park and Forestry’ s website: <http://www.state.nj.us/dep/parksandforests/forest/community/act.html>

Eight Continuing Education Units annually: At least two individuals representing the municipality must accrue a total of eight (8) CEUs annually. More than two (2) individuals can obtain CEUs for the Township. Individuals obtaining the credit for the Township do not have to be on the Shade Tree Commission (you don’ t have a Commission) and do not have to be CORE trained. CORE training does not count towards 8 credits. A list of course offerings can be found on the NJDEP’ s website.

Annual Accomplishment Report: This report records the Plan implementation and details the following year’ s accomplishments. A signed Cover Sheet is required and it must be submitted by Feb 15th of each year for the previous year.

The Committee has heard nothing from Tim Matthews, Forrester. Ms. Campbell will follow up with Tim Matthews and report back to the Committee.

Mr. Nyland will ask Lou Accetturo the condition of the tree behind the Karate Gym, if it is ready to fall down and if so, could it cause damage. Mr. Accetturo will report back to the Committee before next week's Workshop Meeting on October 2nd.

A letter will be sent to the property owner on Buckley Avenue about removing the dead pine tree in the right of way, which is the property owner's responsibility to cut down.

Mr. Nyland said that Lou Accetturo received three quotes to repair the sidewalk downstairs at the Municipal Building.

P. Dermody Contracting

Back Sidewalk

\$2600 redo pavers

\$3500 remove and concrete

Front Sidewalk

\$5200 redo pavers

\$7000 remove and concrete

P. Breslin Masonry

Back Sidewalk

\$8,400 Remove and concrete

Hummel Landscaping

Back Sidewalk

\$5,100 new pavers and install

\$4,500 Remove and concrete

Front Sidewalk

\$15,900.00 New pavers and install

\$14,200.00 Remove and concrete

Mr. Accetturo said that speaking with Jim Hummel, he recommended not re-using the old pavers. He felt when removing them, many would break and the Township would have to buy new ones that would not match because old ones are faded.

Mr. Nyland suggested to possibly get blacktop-pull up the blocks and pave over. Mr. Accetturo is to get prices to fix just the two sections that are broken.

Mayor Ryan said that he talked to Deb Hartman about the grant-Bike to Pathways and the report should be ready in a few weeks, hopefully by the end of October.

Engineer's Report:

Mr. Finelli stated the following:

- Sent Scope Modification to NJDOT on Kauffman Drive to reduce length and width to save the Township money.
- Still waiting for an answer from NJDOT on the Scope Modification
- Cannot proceed with Kauffman Drive Grant until NJDOT sends approval or disapproval
- Donna Becker from Finelli's office and Lou Accetturo met to discuss proposal of side slopes to reduce the need of replacing guiderails
- Submitted second round of 2020 Grant for Kauffman Drive, have heard nothing
- In November should hear if 2020 Grant, was approved.
- Work is able to be done over the winter, before the lake season starts in the Spring

Mr. Nyland stated that soil samples of the dirt should be taken and tested before it is used along Kaufmann Road. He will discuss with Lou Accetturo ideas and report back to the Committee.

Mr. Finelli said he could send the soil samples out and will give an update at next month's meeting.

Mr. Finelli stated that Jeff Magdon, Brennan, LLC. will put in an application for the next round of funding for Oxwall and it should be submitted before the next Township meeting.

Mr. Nyland asked the progress of the clean-up at 177 and 119 Belvidere Avenue.

Mr. Finelli said that the grass has been cut at 177 Belvidere Avenue-went to Municipal Court, Investment Company that owns the property was found guilty and fined.

119 Belvidere Avenue-Court was adjourned to October.

Mr. Finelli has sent a notice to the owner of the trailer on Second Street on August 29th and has given them 30 days to comply.

Ms. Campbell stated that all zoning violations will be given 10 days to comply instead of 30 days.

Mr. Finelli went to 20 Scranton Parkway and found no violations.

- Township has cut back the bushes
- The house does not create a Safety Issue

- No Violation of the Zoning Code

Attorney’s Report:

The Attorney had nothing to report.

Motion to Pay Bills:

On motion by Mr. Nyland, seconded by Mayor Ryan and passed unanimously on roll call vote to pay all the bills presented and approved at the meeting. The Committee held one bill: Brennan, LLC.

Public Comment:

There was no public comment.

Lt. Teter read the July and August Police Report:

WASHINGTON TOWNSHIP
POLICE DEPARTMENT



MONTHLY REPORT
2019

ACTIVITY	JULY
POLICE DISPATCHED INCIDENTS	1,726

TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 70
	BOROUGH = 59
	OXFORD = 8
TOTAL CRIMINAL ARRESTS	TOWNSHIP = 36
	BOROUGH = 15
	OXFORD = 2
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 34
	BOROUGH = 12
	OXFORD = 2
MOTOR VEHICLE STOPS/COMPLAINTS	567
MOTOR VEHICLE SUMMONS	TOWNSHIP = 164
	BOROUGH = 152
	OXFORD = 15
CRIMES TO ANOTHER'S PROPERTY	59
CDS / ALCOHOL INCIDENTS	73
DOMESTIC/FAMILY ISSUES	77
ALARMS	61
EMS/FIRE CALL	204
OTHER TYPES	637

WASHINGTON TOWNSHIP POLICE DEPARTMENT



MONTHLY REPORT 2019

ACTIVITY	AUGUST
POLICE DISPATCHED INCIDENTS	1,679
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 42
	BOROUGH = 44
	OXFORD = 5
TOTAL CRIMINAL ARRESTS	TOWNSHIP = 19
	BOROUGH = 12
	OXFORD = 0
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 22
	BOROUGH = 11
	OXFORD = 1
MOTOR VEHICLE STOPS/COMPLAINTS	532
MOTOR VEHICLE SUMMONS	TOWNSHIP = 147
	BOROUGH = 106
	OXFORD = 11
CRIMES TO ANOTHER'S PROPERTY	63
CDS /ALCOHOL INCIDENTS	79
DOMESTIC/FAMILY ISSUES	81
ALARMS	67
EMS/FIRE CALL	209
OTHER TYPES	614

ALSO SEE OUR INTERACTIVE CRIME MAP LOCATED ON OUR FACEBOOK PAGE OR ON OUR POLICE DEPARTMENT'S WEBSITE

Lt. Teter checked on the car parked on Washington Avenue and said it was not in violation.

Lt. Teter discussed CBD oils and stated there are no FDA Regulations on the oil. Mr. Nyland asked if it impairs driving, Lt. Teter answered no. He also said that this oil comes from a different part of the marijuana plant.

The Committee thanked Lt. Teter for attending the meeting and answering questions about CBD oils.

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.

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 8:18 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter open session at 8:43 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to adjourn the meeting at 8:44 PM.

Sheila L. Oberly, RMC

