

**TOWNSHIP MEETING**  
**May 15, 2019**

The regular scheduled meeting of the Township Committee of Oxford Township was held on May 15, 2019 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey

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

The flag salute was recited.

Mayor Ryan called the meeting to order at 7:04 PM.

Will Austin, President and Dr. Phil Linfante, Trustee Chair from Warren County Community College attended the meeting. They discussed the following topics:

- WCCC is the only Community College in Northwest New Jersey chosen by the Governor's Office in 2019 to provide free Community College to residents coming from households making under \$45,000.00 per year.
- WCCC is the only college in New Jersey and one of the few in the nation to have eliminated college remediation for nearly all students.
- Remedial reform has been possible in part because of the College's robust dual enrollment program with all six Warren County High Schools.
- Unlike all other colleges, WCCC and Warren County subsidize dual enrollment, resulting in free tuition and fees to all participants.
- The last four years, the College has increased student persistence and graduation rates.
- WCCC became the first college in New Jersey to implement the 60-credit associate degree.
- WCCC is the only college in the Northeastern US to implement Cengage Unlimited for every course at the institution.
- WCCC is the leader in public service relationships. College Facility started the Golden Eagle Safety Nest two years ago-raised thousands of dollars to date to assist students with food insecurity.
- Spring, 2019, WCCC will open its building annex which will house a new learning lab.
- National Organizations have recognized the College Trustees and the President with national awards.

- WCCC received Middle States reaccreditation in June 2018. WCCC had zero recommendations for improvement.
- WCCC Officials are attending each School Board and Municipal Governing body meeting in Warren County to say Thank You?

The Committee thanked Mr. Austin and Dr. Linfante for coming and giving their presentations.

Samantha Lewis attended the meeting to discuss having a Community Garden on the vacant land where the playground used to be in the Spring Meadows development.

Ms. Lewis stated:

- Accessibility-Grow Fruits and Vegetables
- Encourages Healthy Eating
- Promotes Green Thumbs
- Great for Physical Health and Mental Health
- Saves Money
- Bring the Community Together
- Warren Hills Environmental Club is also interested and willing to help.

Ms. Lewis is asking for a \$25.00 to \$35.00 donation from the residents in Spring Meadows to be a part of the Community Garden.

Mr. Nyland stated he had concerns about insurance and stated that the property could go up for sale at any time. He said that it must be kept clean-no trash on the property.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to authorize Ms. Lewis to get a plan together and submit to the Committee for approval.

The Committee discussed the 2019 budget and stated that an additional \$50,000.00 was taken out of surplus which would bring the increase of taxes to approximately \$71.00 on an average house assessed at \$165,000.00.

Mayor Ryan discussed the salaries for Municipal Employees. The Department of Public Works received a 2% raise and he stated that all other employees would receive a 1% raise.

Ms. Oberly stated that as per N.J.S.A. 40A:9-165, a Committee cannot deny an increase in salary (given to all other municipal officers and employees) to the Municipal Clerk, Tax Assessor, Chief Financial Officer or Tax Collector.

Mayor Ryan asked the attorney if that was correct. Mr. Granda stated that was correct, but he would check the Statute and get back to the Committee.

**Meeting Minutes:**

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote approve the April 3, 2019 meeting minutes.

**Ordinances:**

Mr. Nyland asked that an ordinance be written, stating a fine of \$1,500.00 be charged for blowing grass and leaves into streets and roads. He stated this is very dangerous for motorcycle riders.

Mr. Nyland asked that the ordinance be on the June 19, 2019 Township meeting, for first reading.

Mr. Finelli stated that it also violates the Stormwater Management rules.

**Resolutions:**

**RESOLUTION 2019-31**

**Stigma Free Communities Resolution**

**WHEREAS**, the Warren County Board of Chosen Freeholders, along with the Warren County Department of Human Services, supports the designation of **Stigma-Free Communities** in every municipality, and;

**WHEREAS**, at their November 14, 2018 meeting the Warren County Board of Chosen Freeholders unanimously passed a resolution supporting the designation of Warren County as a Stigma-Free Community, and;

**WHEREAS**, Warren County recognizes that one in four Americans has experienced mental illness, including substance use disorders, in a given year according to the National Institute of Mental Health, and;

**WHEREAS**, mental health problems are more common than cancer and heart disease combined, affecting children and adults, including more than half of our Iraq and Afghanistan Veterans treated at Veteran's Administration hospitals, and;

**WHEREAS**, given the serious nature of this public health problem, we must continue to reach the millions who need help;

**WHEREAS**, the stigma associated with the disease of mental illness is identified as the primary reason individuals fail to seek the help they need to recover from the disease, and;

**WHEREAS, Stigma-Free Communities** aim to inspire public interest and open dialogues about stigma, raise awareness of the disease of mental illness and create a culture wherein residents who have the disease of mental illness feel supported by their community and neighbors and feel free to seek treatment for the disease without fear of stigma and;

**WHEREAS**, promoting awareness that there can be no "health" without mental health will break down barriers and encourage residents of all ages to be mindful of their mental health and ask for help when needed, and;

**WHEREAS**, local resources are available to treat the disease of mental illness so no one resident needs to suffer alone or feel hopeless, and;

**WHEREAS**, establishing **Stigma-Free Communities** will raise awareness of resources and encourage residents to engage in care as soon as the need is identified so recovery can begin, hope is inspired and tragedies are avoided, and;

**NOW THEREFORE BE IT RESOLVED** that The Township of Oxford recognizes the community needs and supports the efforts of the County of Warren in designating The Township of Oxford as a **Stigma-Free Community**.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote approve **Resolution 2019-31**.

#### **RESOLUTION 2019-32**

**WHEREAS**, under provisions of N.J.S.A.40A:4-5, a municipality shall introduce the Local Municipal Budget no later than March 29 of the fiscal year; and,

**WHEREAS**, the Township of Oxford has delayed the introduction of the 2019 Municipal Budget past the statutory deadline; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Oxford, Warren County, New Jersey, that the Township of Oxford hereby petitions the Director of the Division of Local Government Services to allow a delayed introduction of the 2019 Oxford Township Municipal Budget; and,

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, New Jersey 08625-0803.

Resolution: Robert Nyland

Second: Gerald Norton

Committee Polled: Robert Nyland, Gerald Norton, William Ryan-Yes

Date: May 15, 2019

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote approve **Resolution 2019-32.**

**RESOLUTION 2019-33**

**WHEREAS**, the 2019 Local Municipal Budget was introduced on the 15th day of May, 2019; and,

**WHEREAS**, during the fiscal year 2019 the Township of Oxford has been allocated a state grant for various programs in the amount of \$295,368.00.

**NOW, THEREFORE BE IT RESOLVED**, that petition be made herewith to the Director of the Division of Local Government Services that the 2019 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Public and Private Revenues Offset with Appropriations:**"

<b>Clean Communities Program</b>	<b>\$ 5,992.00</b>
<b>Recycling Tonnage Grant</b>	<b>859.00</b>
<b>Municipal Alliance on Alcohol and Drug Abuse</b>	<b>3,735.00</b>
<b>Alcohol Education and Rehab.-PY Unapprop</b>	<b>73.00</b>
<b>NJ DOT - Pequest Road sec. 2- PY Unapprop.</b>	<b>22,500.00</b>
<b>NJ DOT - Pequest Road sec. 2</b>	<b>67,500.00</b>
<b>NJDOT – Kaufman Drive</b>	<b>156,000.00</b>
<b>NJ DOT - Pequest Road - PY Unapprop.</b>	<b><u>38,709.00</u></b>
	<b><u>\$ 295,368.00</u></b>

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote approve **Resolution 2019-33.**

**RESOLUTION 2019-34**

**WHEREAS**, the 2019 Local Municipal Budget was introduced on the 15th day of May, 2019; and,

**WHEREAS**, during the fiscal year 2019 the Township of Oxford will receive revenue for various other special items in the amount of \$744,500.00

**NOW, THEREFORE BE IT RESOLVED**, that petition be made herewith to the Director of the Division of Local Government Services that the 2019 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Other Special Items:**

<b>Solid Waste Collection Fee</b>	<b>\$175,000.00</b>
<b>Sewer Utility Surplus Anticipated</b>	<b>319,500.00</b>
<b>Sale of Municipal Assets Reserve</b>	<b>150,000.00</b>
<b>Cell Tower Revenue</b>	<b><u>100,000.00</u></b>
	<b><u>\$ 744,500.00</u></b>

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote approve **Resolution 2019-34.**

**RESOLUTION 2019-35**

**WHEREAS**, the Township of Oxford is holding a meeting on May 15, 2019, for the purpose of introducing the 2019 Municipal Budget and conducting other matters; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Oxford, Warren County, New Jersey, that the Township of Oxford hereby petitions the Director of the Division of Local Government Services that the 2019 Local Municipal Budget be introduced and approved on May 15, 2019.

**2019 OXFORD TOWNSHIP MUNICIPAL BUDGET**

Surplus anticipated general revenues	\$ 374,093.00
Total Miscellaneous revenue	1,417,339.00
Receipts from Delinquent Taxes	165,000.00
Local Property Taxes	<u>989,630.00</u>
Total General Revenues	\$ <u>2,946,062.00</u>
Salaries and Wages	\$ 435,564.00
Other Expenses	1,438,611.00
Capital Improvements	406,000.00
Debt Service	214,513.00
Statutory Expenditures	88,944.00
Reserve for Delinquent Taxes	<u>362,430.00</u>
Total 2019 Municipal Budget	\$ <u>2,946,062.00</u>

**2019 OXFORD TOWNSHIP MUNICIPAL SEWER UTILITY BUDGET**

Operating Surplus Anticipated	\$ 100,000.00
Sewer Rents	1,239,000.00
Miscellaneous	<u>6,000.00</u>
Total General Revenues	\$ <u>1,345,000.00</u>
Total Operations	\$ 947,000.00
Debt Service	75,850.00
Surplus Anticipated in Current Fund	319,500.00
Statutory Expenditures and Other	<u>2,650.00</u>
Total 2019 Municipal Budget	\$ <u>1,345,000.00</u>

Motion: Gerald Norton

Second: William Ryan

Committee Polled: Gerald Norton, Robert Nyland, William Ryan-Yes

On motion by Mr. Norton, seconded by Mayor Ryan and passed unanimously on roll call vote approve **Resolution 2019-35**.

### **New Business:**

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve Jessica Weiss to become a member of The NJ Fireman's Association Membership.

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve the June 1, 2019 Oxford Township Department's Raffle.

Mayor Ryan stated that when the bill from Waste Management comes in, Lou Accetturo will complete a voucher, send the Waste Management bill and voucher to Covanta for payment to the Township.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to authorize Dawn Stanchina, CFO to submit payment to Waste Management when the Township receives the check from Covanta.

Mr. Norton talked to Mr. Accetturo about the roof rejuvenator quote for the Municipal Building roof repair. Mr. Accetturo stated that the roof should last another five years with this repair.

The Committee will look into doing a Capital Ordinance for \$5,700.00 to pay for the quote received to repair the roof.

### **Township Engineer Report:**

Mr. Finelli stated that the Township asked for \$234,000.00 from NJDOT to repair Kauffman Drive but the grant awarded is for \$156,000.00, \$80,000.00 short of the full project.

Mr. Finelli suggested to look at the road and see where repairs are needed the most and to modify the plans in order to get closer to the grant amount of \$156,000.00.

Mr. Finelli reminded the Committee that this money must be in the 2019 budget. He estimated that soft costs and additional costs would cost approximately \$15,000.00.

He also said that guardrails are very expensive and the cost would be around \$30,000.00.

Mayor Ryan asked Mr. Finelli to work up what sections of Kauffman Road is the worse and give to the Committee, an estimate of costs and what sections should be repaired first.

Mr. Finelli informed the Committee that NJDOT changed the deadline date to July 19<sup>th</sup> to have all information to them to request a NJDOT grant for 2020 and NJDOT will announce the awards in November, 2019 for the year 2020.



Mr. Finelli suggested Mine Hill Road for the 2020 NJDOT grant.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to authorize Mr. Finelli to prepare the 2020 application to NJDOT and to request Mine Hill Road and also to call NJDOT to ask about repairing the rest of Kauffman Road.

Mr. Finelli explained the Stormwater Management rules required by the State of New Jersey. Our Township needs twelve points to be in compliance with the state rules and regulations.

Mr. Finelli suggested hiring The Musconetcong Watershed Association to do the report and work with Mr. Accetturo to keep Oxford in compliance with the rules-Application fee is \$200.00.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to hire The Musconetcong Watershed Association.

The Committee and Mr. Finelli discussed two properties that need to be cleaned up-115 Belvidere Avenue and 45 Bush Street.

Mr. Finelli as Zoning Officer will write a letter to both residents giving them 15 days to clean up their properties.

**Township Attorney:**

Mr. Granda stated that the office is sending a letter to 45 Chestnut Street about the issue with cleaning up the property and to have access to do logging on Township property. He stated he is waiting for Mr. Accetturo to send him the bill and information. Mr. Nyland said Mr. Granda will have the bill tomorrow.

Mr. Finelli will check with the Highlands for approval if a solar farm can go on the "Coachlite" property. Mr. Finelli said he will call the Highlands Council tomorrow and should have an answer Thursday or Friday.

Mr. Finelli said he reached out to the owner of 45 Chestnut Street. He is a very cordial person and he is willing to talk to the Township to use his property for access to the Township property in order to log the property. Mayor Ryan will call the owner tomorrow.

### **Motion to Pay Bills:**

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to pay all the bills approved at the meeting. One bill was held for review-Colonial Motors. The Committee stated that if this bill was not paid, they authorized that the bill be paid.

### **Public Comment:**

Several residents attended the meeting with concerns about the speeding on Buckley Avenue from White Township to Belvidere Avenue.

Residents were concerned about their own welfare, safety of their children and pets.

Mr. and Mrs. Gutierrez attended the meeting with concerns about drivers going 50 to 60 miles per hour past their home. They stated they have called the Washington Police Department and also went to police headquarters and spoke to Chief Ciccerelle about this issue. Mr. and Mrs. Gutierrez asked for police coverage before "Someone Gets Hurt or Killed-Please Help Us!" They also gave permission for police cars to sit in their driveway.

Mr. Nyland said that he has sent an e-mail to Chief Ciccerelle.

Lt. Kauffman said he drives out there every morning and sat across from 126 Buckley Avenue and sat by the Oxford Lake at various hours. He also stated that the speed trailer has been on Buckley too.

Lt. Kauffman informed everyone that these concerns are not going unaddressed-police are addressing this situation and will be putting speed traps on Buckley Avenue.

Mr. Nyland suggested that if possible, to take pictures of the speeding cars and give them to the Washington Police Department.

Mayor Ryan said that anytime the police are asked to look into a situation, they have responded.

The police do hear your concerns-give them a chance to slow down the traffic and wait a month and see if the problem has been resolved.

Mrs. Erhard asked who is responsible for high grass at abandoned buildings and lots. She was asked to call Mr. Finelli or the Warren County Health Department with the addresses.

End of Public Comment.

## 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: One Contractual Issue.

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. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to enter Executive Session at 8:40 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter open session at 9:00 PM.

On motion by Mayor, Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to adjourn the meeting at 9:02 PM.

---

Sheila L. Oberly, RMC

