

**TOWNSHIP MEETING
MAY 16, 2018**

The regularly scheduled meeting of the Mayor and Committee of the Township of Oxford was held on May 16, 2018 in the Township Municipal Building, at 11 Green Street, Oxford, New Jersey. .

In attendance were Robert Nyland, Bill Ryan, Michael Finelli, Michael Lavery and Sheila L. Oberly. Doug Ort arrived 7:15 PM

The flag salute was recited.

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

Anthony Ardito, Auditor attended the meeting and gave a short synopsis of the 2018 Operating Budget. He stated that this year it was tough because of the additional items added to the budget- bonding a new ambulance, extra \$25,000.00 appropriated to the Oxford Fire Department and adding \$10,000.00 to the Salt Trust. Mr. Ardito stated that property taxes would increase 1.4 cents, which could cost a property owner an estimated \$23.00 per year.

Mr. Ardito explained to keep taxes down, money was taken out of the Sewer Surplus to fund the 2018 current fund budget.

The meeting was open for public comment on the 2018 Budget.

There being no public comment, the public comment on the 2018 Budget was closed.

On motion by Mr. Ryan and seconded by Mayor Nyland to adopt the 2018 Budget.

Meeting Minutes:

On motion by Mr. Ryan and seconded by Mayor Nyland to adopt the April 18, 2018 meeting minutes.

Ordinances:

Ordinance 2018-08 was read by title. Mayor Nyland asked to have a change on the wording of the ordinance.

ORDINANCE 2018-08

AN ORDINANCE FIXING THE SALARY RANGES FOR 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 State of New Jersey as follows, until a subsequent salary ordinance is adopted:

Section 1. The salary ranges per annum for the following officers and employees of the Township of Oxford shall be as follows:

<u>Title</u>	<u>Stipend</u>
Registrar	\$3,000.00 - \$6,000.00 per year

Section 2. All salary ranges above shall be retroactive to January 1, 2018.

Section 3. Any ordinance of part of ordinance inconsistent herewith is hereby repealed.

NOTICE is given that this ordinance was introduced and passed upon first reading at a meeting of the Mayor and Township Committee of the Township of Oxford, in the County of Warren, New Jersey, held on May 16, 2018. It will be further considered for final passage with the proposed ordinance after public hearing at a meeting of the Mayor and Township Committee to be held in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey 07863, on June 20, 2018, at 7:00 o'clock P.M., and copies of the ordinance will be made available at the Clerk's office in the Municipal Building to members of the general public.

On motion by Mr. Ryan and seconded by Mayor Nyland to adopt **Ordinance 2018-08** on first reading with the change.

Ordinance 2018-09 Amend Chapter 340, Entitled Zoning Article IV Zone Regulations to Replace Section 340-14 in its Entirety was read by title on second reading and opened for public comments. There being no public comments, the comment period was closed

On motion by Mr. Ryan and seconded by Mayor Nyland to adopt **Ordinance 2018-09**.

Resolutions:

RESOLUTION 2018-37

**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	65,835.00 per year
Registrar	4,500.00 per year
Election Official	406.00 per election
Land Use Bd. Secretary	14,280.00 per year
Deputy Clerk	13.11 per hour
Office Clerk	13.11 per hour
CFO	30,542.00 per year
Collector	21,650.00 per year
Collector Assistant	4,080.00 per year
Tax Assessor	17,366.00 per year
Public Works Foreman	81,000.00 per year
Public Works Senior Laborer	22.62 per hour
Public Works Laborer	12.24 per hour
Public Works Temporary Laborer	10.00 per hour
Equipment Operator	25.76 per hour
Zoning Officer	3,813.00 per year
Board of Health Member	140.00 per year
Municipal Building Custodian	16.74 per hour
Emergency Management Coord.	1,869.00 per year
Animal Control Officer	5,202.00 per year
Animal Control Deputy	40.00 per call
Lake Director-20 hrs/wk-6 months	15.30 per hour
Assistant Lake Director	80.00 per day
Lifeguards-First Year	9.50 per hour
Lifeguards-Second Year	10.00 per hour
Lifeguards-Three and Plus Years	11.00 per hour

Concession Stand Operator	9.50 per hour
Recycling Coordinator	69.34 per month
Crossing Guards	10.73 per hour
Special Meetings	151.00 per meeting

RESOLUTION 2018-38

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
33.04	21	Jose, J & I	\$827.94	1900.00	Tom Tiehua Cao

RESOLUTION 2018-39

DEDICATION BY RIDER

Parking Offenses Adjudication Act (POAA) Trust

Requesting approval of the Director of Local Government Services to Establish a Dedicated Trust by Rider for Parking Offenses Adjudication Act Revenues Collected Pursuant to NJS 39:4-139.9.

WHEREAS, permission is required of the Director of Local Government Services for approval as a Dedication by Rider of certain revenues received by a municipality when the revenue is not subject to a reasonable accurate estimate in advance; and

WHEREAS, a Dedication by Rider for Parking Offenses Adjudication Act (N.J.S.A. 39:4-139.9) has been approved by the Local Finance Board,

WHEREAS, N.J.S.A. 39:4-139.9 provides the dedicated revenues anticipated from the Parking Offenses Adjudication Act Compensation Trust fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

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

1. The Mayor and Committee hereby request permission of the Director of Local Government Services to pay expenditures for Parking Offenses Adjudication Act Compensation as per N.J.S.A. 39:4-139.9.
2. The Municipal Clerk of Oxford Township is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

RESOLUTION 2018-40

DEDICATION BY RIDER

Unemployment Trust

Requesting approval of the Director of Local Government Services to Establish a Dedicated Trust by Rider for Unemployment Compensation Collected Pursuant to NJSA40A: 4-39.

WHEREAS, permission is required of the Director of Local Government Services for approval as a Dedication by Rider of certain revenues received by a municipality when the revenue is not subject to a reasonable accurate estimate in advance; and

WHEREAS, a Dedication by Rider for Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et seq.) has been approved under blanket provisions by the Local Finance Board,

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Unemployment Compensation Trust fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

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

1. The Mayor and Committee hereby request permission of the Director of Local Government Services to pay expenditures for Unemployment Compensation as per N.J.S.A. 40-A:4-39
2. The Municipal Clerk of Oxford Township is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

On motion by Mr. Ryan and seconded by Mayor Nyland to adopt **Resolution 2018-37** to **Resolution 2018-40**.

New Business:

The Committee reviewed the Washington Township Shared Service Agreement for the Animal Control Officer and on motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to sign the ACO Shared Service Agreement.

The Committee received a letter from the Oxford Land Use Board stating that at their April 24th meeting, the board reviewed Ordinance 2018-09 and found no provisions of the ordinance inconsistent with the Masterplan.

Mayor Nyland said he reviewed the price of constructing the “Welcome to Oxford” sign and would like to impose an annual fee to the business owners that have their business listed on the sign. He also stated a fee will be charged to anyone that wants to add their name to the sign.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to charge a fee of \$100.00 a year in order to pay for the upkeep (taking care of the sign, planting

flowers, etc.) to business owners listed on the sign, and charge new business owners \$75.00 to add their business to the sign.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to hire the following lifeguards to work at Oxford Furnace Lake in 2018:

Justine Lewis
AJ Lewis
Kara Tipton
Nicole Williams
Molly Burton
Brian Spolarich
Danielle Mikaliunas

The discussion to receive proposed incentives for the lifeguards at the end of the season was tabled until June 20th meeting.

Township Committee Reports and Correspondences:

Mr. Ryan stated the following:

The initial purpose of the Salt Trust was to build a reserve of \$40,000 to \$50,000 with the intent to cover any potential excessive costs the municipality experiences due to a winter season that requires a more than average use of salt and grit.

The Committee established this trust via Resolution 2016-30 in February 2016.

Once the Trust reaches the \$40,000 to \$50,000 then the Committee will decide if the annual funding of \$10,000 will be continued or reapplied to the streets and roads – (#10529020) other expenses or buildings and grounds – other expenses (#10531020) live items.

Withdrawal of money from the Salt Trust is only with the notice and approval of the committee.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to approve the Salt Trust stipulations.

Mr. Ryan asked that when the Clerk is out of the office, all three Committee members be notified by mail or e-mail if the office is to be closed for an extended period of time. Also, if any closures are known or planned ahead, that it be posted on the website a week in advance.

Mr. Ryan asked that the Clerk have the meeting minutes typed and sent to the Committee no more than two weeks after a meeting.

Mr. Ort added that this might not be possible if the Clerk is out of the office.

Mr. Ort stated he was in Kentucky with the Oxford Archery Team. He said that the team did very well and are the State Champions again, twelfth year in a row. Mr. Ort stated it was very cool to see over 15,000 shooters in one place.

Mr. Magnuson said that the Archery Team finished in the top thirty percent.

Mr. Magnuson stated that he will update the years on the Archery sign and is trying to get magnetic (year) signs to be put on the sign.

WASHINGTON TOWNSHIP POLICE DEPARTMENT



MONTHLY REPORT

2018

ACTIVITY	APRIL
POLICE DISPATCHED INCIDENTS	1,518
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 33

	BOROUGH = 56
	OXFORD = 5
TOTAL CRIMINAL ARRESTS	TOWNSHIP = 20
	BOROUGH = 26
	OXFORD = 1
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 15
	BOROUGH = 5
	OXFORD = 4
MOTOR VEHICLE STOPS/COMPLAINTS	589
MOTOR VEHICLE SUMMONS	TOWNSHIP = 142
	BOROUGH = 184
	OXFORD = 27
CRIMES TO ANOTHER'S PROPERTY	43
CDS /ALCOHOL INCIDENTS	51
DOMESTIC/FAMILY ISSUES	57
ALARMS	72
EMS/FIRE CALL	171
OTHER TYPES	511

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

Lt. Kaufmann attended the meeting and asked if anyone had any questions and stated that the April Police Report is on the table in the back of the room.

Engineer's Report:

Mr. Finelli informed the Committee:

- all information and paperwork (HDSRF grant) on the triangle piece (Oxwall) has been completed and submitted to EDA
- sent e-mail to EDA asking the status-everything has been received and the Township should receive a check in the next two weeks
- when the check is received, Brennan Environmental will start the project at Oxwall
- work has been done on the Oxford Furnace Dam-Spillway done and submitted to NJDEP

Attorney's Report:

- No Report

Mayor Nyland stated that the seedlings disbursement went very well. All the seedlings were picked up by residents and twenty-five black walnut trees were planted by the Boy Scouts at Oxford Furnace Lake.

The Mayor also said that the Warren Reporter advertised that Oxford Township was the pick-up site for the all of Warren County!

Motion to Pay Bills:

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to pay all the bills approved at the meeting by the Committee.

Public Comment:

Mrs. Hissim asked about Oxwall. Mayor Nyland answered that the Township received a (HDSRF) grant in the amount of \$113,115.75 for Remedial Investigation. The next step will be remediation and what the cost will be to complete the project.

Mrs. Hissim asked Mr. Lavery who is responsible for branches that are from a tree on a neighbor's property. Mr. Lavery answered, the owner of the tree or the neighbor.

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: Pending Litigation and Personnel.

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. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to enter into Executive Session at 7:40 PM.

On motion by Mr. Ort, seconded by Mayor Nyland and passed unanimously on roll call vote to enter into open session at 7:57 PM. No Action was taken.

On motion by Mayor Nyland, seconded by Mr. Ort and passed unanimously on roll call vote to adjourn the meeting at 8:00 PM.

Sheila L. Oberly, RMC

