

**TOWNSHIP MEETING
FEBRUARY 21, 2018**

The regularly scheduled meeting of the Mayor and Committee of the Township of Oxford was held on February 21, 2018 in the Township Municipal Building, at 11 Green Street, Oxford, New Jersey.

In attendance were Robert Nyland, Bill Ryan, Doug Ort, Michael Lavery and Sheila L. Oberly.

The flag salute was recited.

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

Meeting Minutes:

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to approve the January 17th, Township Meeting Minutes and the January 31, 2018 Budget Meeting Minutes.

Ordinances:

Ordinance 2018-01 To Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank 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, seconded by Mr. Ort and passed unanimously on roll call vote to adopt **Ordinance 2018-01.**

Ordinance 2018-02 Capital Ordinance-Computer Equipment 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. Ort, seconded by Mr. Ryan and passed unanimously on roll call vote to adopt **Ordinance 2018-02.**

Ordinance 2018-03 Salary Ordinance 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, seconded by Mr. Ort and passed unanimously on roll call vote to adopt **Ordinance 2018-03.**

ORDINANCE NO. 2018-04

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE TRANSFER OF \$40,000 DONATED BY JENNY M. HISSIM FOR PLAYGROUND EQUIPMENT TO THE OXFORD TOWNSHIP RESCUE SQUAD

WHEREAS, in or around 2004, Jenny M. Hissim donated \$40,000 to the Township of Oxford; and

WHEREAS, the donation was specified to be used for playground equipment; and

WHEREAS, the money has been held by the Municipality for 13 years; and

WHEREAS, Mrs. Hissim has requested that the money be donated to the Oxford Township Rescue Squad, for the purchase of an ambulance and for no other purpose; and

WHEREAS, the Township Committee believes it is in the best interest of the tax payers of the Township of Oxford that the money be reallocated to the Oxford Township Rescue Squad for the purchase of an ambulance.

NOW, THEREFORE, BE IT ORDAINED that the \$40,000 donated by Mrs. Jenny M. Hissim shall be allocated to the Oxford Township Rescue Squad for the purpose of an ambulance and no other purpose.

Section 1:

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged

unconstitutional or invalid by a court of competent jurisdiction, the remainder off this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to adopt **Ordinance 2018-04.**

ORDINANCE 2018-05

**A FULLY FINDED ORDINANCE APPROPRIATING THE SUM OF UP TO \$4,000.00
CURRENTLY LOCATED WITHIN THE CAPITAL
IMPROVEMENT FUND OF THE TOWNSHIP OF
OXFORD FOR INSTALLATION OF NEW STORM INLET**

WHEREAS, there are currently funds, raised by the Current and previous, budgets within the Capital Improvement Fund of Oxford Township, and

WHEREAS, it is deemed appropriate to make use of up to \$ 4,000.00 of the allowable Capital improvements for New Storm Inlet.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Oxford, County of Warren, State of New Jersey, as follows:

- Section 1. The sum of up to \$4,000.00 presently located in the Capital Improvement Fund is hereby appropriated for Installation of New Storm Inlet.

- Section 2. In connection with the amount authorized in Section 1 hereof, the Township Committee makes the following determinations.
- A) The purpose described in Section 1 hereof is not a Current Expense and is an improvement which the Township may lawfully take as a general capital improvement
 - B) The period of usefulness of the purpose described in Section 1 hereof is not in the limitation of the Local Bond Law and the reasonable life thereof is at least five (5) years.
- Section 3. All ordinances or parts of ordinances which are inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency.
- Section 4. This ordinance shall take effect immediately after final passage, approval and publication as provided by law.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to adopt **Ordinance 2018-05**.

ORDINANCE 2018-06

BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$189,000 FOR ACQUISITION OF AN AMBULANCE FOR AND BY THE TOWNSHIP OF OXFORD IN THE COUNTY OF WARREN, NEW JERSEY AND, AUTHORIZING THE ISSUANCE OF \$80,000 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING PART OF THE APPROPRIATION.

BE IT ORDAINED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvements described in Section 3 of this bond ordinance (the “Improvements”) are hereby authorized to be undertaken by the Township of Oxford, New Jersey (the “Township”) as

general improvements. For the said Improvement there is hereby appropriated the amount of \$189,000, such sum includes the sum of (a) \$40,000 to be transferred from a specially designated fund held by the Township from funds previously received from Mrs. Hissim as set forth in Ordinance No. 2018-04 and (b) \$69,000 as the down payment (the “Down Payment”) required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the “Local Bond Law”). The Down Payment is now available by virtue of provision in one or more previously adopted budgets for down payments for capital improvement purposes.

SECTION 2:

In order to finance the cost of the Improvements not covered by the application of the Down Payment, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$80,000 pursuant to the provisions of the Local Bond Law (the “Bonds”). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Township are hereby authorized to be issued in the principal amount not exceeding \$80,000 pursuant to the provisions of the Local Bond Law (the “Bond Anticipation Notes” or “Notes”).

SECTION 3:

(a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for the acquisition of an ambulance, as shown on and in accordance with the plans and specifications on file with the Township Clerk.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$80,000.

(c) The estimated cost of the Improvements is \$189,000 which amount represents the initial appropriation made by the Township.

SECTION 4:

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Township (the “Chief Financial Officer”); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Township Committee of the Township at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made.

Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

SECTION 5:

The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses and are capital improvements or properties that the Township may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 5 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Township, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$80,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$5,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

SECTION 7:

Any funds received from time to time by the Township as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Township authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and

applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that Township incurs debt obligations under this Bond Ordinance. The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$80,000.

SECTION 10:

This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to adopt **Ordinance 2018-06**.

ORDINANCE 2018 - 07

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE CODE OF THE TOWNSHIP OF OXFORD, CHAPTER 91 ENTITLED "VEHICLES AND TRAFFIC" SECTION 45 ENTITLED "SCHEDULE XVII: TIME-LIMIT PARKING", TO ADD WALL STREET IN THE SCHEDULE OF REGULATED STREET PARKING

WHEREAS, the Township of Oxford is desirous of limiting parking on Wall Street to two hours; and

WHEREAS, the Code of the Township of Oxford does not currently reflect this parking regulation; and

WHEREAS, Township Committee wishes to enforce a two-hour parking regulation on Wall Street; and

WHEREAS, the Township Committee believes it is in the best interest of the Township of Oxford that the schedule of designated time-limited parking areas is amended to reflect a two-hour parking regulation on Wall Street.

NOW, THEREFORE, BE IT ORDAINED that Chapter 91 “Vehicles and Traffic” Section 45 “Schedule XVII: Time-Limit Parking” is amended to read as follows:

Section 1:

§ 91-45. Schedule XVII: Time-Limit Parking

Name of Street	Location	Regulation
...		
Wall Street	from Washington Avenue East to the intersection with State Highway 31	Two-hour parking zone

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder off this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to adopt **Ordinance 2018-07.**

Ordinance-2018-04, Ordinance 2018-05, Ordinance 2018-06 and Ordinance 2018-07 will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on March 21, 2018, at 7:00 PM, or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 11 Green Street, Oxford, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinances.

Resolutions:

RESOLUTION 2018-24

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.

<u>Block</u>	<u>Lot</u>	<u>Name of Owner</u>	<u>Amount</u>	<u>Premium</u>	<u>Lienholder</u>
33.03	11	Racek, K & G	\$3887.54	\$1600.00	FigCap
2	24	Moore, James	\$3945.05	\$1300.00	Blue Virgo

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to adopt **Resolution 2018-24.**

Resolution 2018-25

SALE OF BLOCK 2, LOT 19.01 TO WARREN COUNTY

Be it Resolved that the transaction herein referred to being herewith approved, Township of Oxford, a municipal corporation of the County of Warren and State of New Jersey , is hereby directed, authorized and empowered to execute, acknowledge and deliver such documents, instruments and papers and perform such acts as may be legally, properly and reasonably required or necessary for the purpose of the execution of a deed and all closing documents for the sale of premises known as 1 Furnace Street, Oxford, NJ 07863 a/k/a Block 2, Lot 19.01 on the Tax Map of the Township of Oxford, County of Warren and State of New Jersey to Warren County Board of Chosen Freeholders, for the sum of \$44,000.00.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to adopt **Resolution 2018-25**.

RESOLUTION 2018-26

A RESOLUTION ACCEPTING A GRANT FROM THE HAZARDOUS DISCHARGE SITE REMEDIATION FUND PUBLIC ENTITY PROGRAM THROUGH THE NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY AND THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

WHEREAS, Township of Oxford has applied for and has been awarded a grant in the amount of up to \$113,116.00 from the Hazardous Discharge Site Remediation Fund Municipal Grant Program through the New Jersey Department of Environmental Protection and the New Jersey Economic Development Authority for Remedial Investigation of the Former Oxwall Tool company property;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Oxford that the above referenced grant is hereby accepted and Mayor Robert Nyland is hereby authorized to execute grant documents as an authorized representative thereunder, as the representative for the Township of Oxford.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the New Jersey Economic Development Authority.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to adopt **Resolution 2018-26.**

RESOLUTION 2018-27

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.

<u>Block</u>	<u>Lot</u>	<u>Name of Owner</u>	<u>Amount</u>	<u>Premium</u>	<u>Lienholder</u>
34	6	Federal Home Mtg	\$1351.64	\$0.0	PC7
1.01	22	Delorenza	\$1860.24	\$0.0	Yang

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to adopt **Resolution 2018-27.**

New Business:

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to approve the Sale Agreement between the County of Warren and Oxford Township to erect a County Salt Shed on Block 2, Proposed Lot 19.01

The Committee agreed to table hiring Thomas Lizzi as a Deputy Animal Control Officer until the March 21, 2018 meeting.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to hire Green Guard to fill and maintain the First Aid kits at the Municipal Building and DPW Building.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to donate a 2018 Oxford Furnace Lake Family Pass to the Oxford Township PTA Tricky Tray to be held on Saturday, April 28th.

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to authorize Lou Accetturo to fix the drainage problem at 1 Shippen Ridge.

The Township received one bid for a three-year hunting lease for Block 2, Lots 18 and Lot 19. Mayor Nyland opened the bid from Apple Mountain Sportsmen Club. The bid was for \$2,700.00 per year-a total of \$8,100.00 for the three-year term.

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to award the bid to Apple Mountain Sportsmen Club after proof of Certificate of Liability Insurance is received by the Clerk.

On motion by Mayor Nyland, seconded by Mr. Ort and passed unanimously on roll call vote to approve the Oxford Fire Department Casino Night to be held on April 14th from 7:00 PM to 11:00 PM.

On motion by Mr. Ort, seconded by Mayor Nyland and passed unanimously on roll call vote to approve Douglas Blaine-NJ Fireman's Association Membership.

The Committee discussed Vacant Property Maintenance Fees and establishing a fee schedule to be incorporated into the Code Book. Mr. Lavery will draw up a fee schedule for approval by the Committee at the March 21st meeting.

Township Committee Reports and Correspondences:

Mr. Ryan discussed the grievance given to the Committee by Lou Accetturo, DPW Supervisor. Mayor Nyland stated that he talked with Mr. Accetturo and resolved the issue.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to tell the CFO to institute raises and retro pay immediately to all Union Employees as stated in the contract, and each January 1 thereafter, each year of the contract. Mr. Ryan stated that raises for the Union does not have to wait until the Salary Resolution is passed by the Committee.

Mr. Ryan asked Mr. Finelli to stop in the Oxford Library to see what is causing water to accumulate in the basement. Mr. Finelli will report back to the Committee at the March 21st meeting.

Mr. Nyland stated that a couple years ago there was a grant that paid for real estate personnel to come to the Township and do a study on Township properties. The same personnel have contacted him and would like to do a follow-up study on Oxford and see where they can help the township to go in the right direction to sell these properties.

Mr. Nyland will reach out to residents and ask who would be interested in being on this Committee. This group stated that they would also do conference calls.

Township Engineer:

No Report Given

Township Attorney:

No Report Given

Motion to Pay Bills:

On motion by Mr. Ryan, seconded by Mr. Ort and passed unanimously on roll call vote to approve all the bills presented to the Committee.

Public Comment:

There was a question about fixing the water run-off at 1 Shippen Ridge. Mayor Nyland stated that the DPW will fix the problem.

Peg Hissim thanked the Committee for putting funding into place to purchase a new ambulance. She stated that the Oxford Emergency Squad is down to one vehicle.

Ms. Hissim asked the Committee if the Emergency Squad could use the kayaks that the Township owns.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to grant permission to the Oxford Emergency Squad to use the kayaks for water/ice rescue.

Mrs. Hissim stated that on Sharr Place there is a hole in the road and possibly the pipe maybe plugged. Mayor Nyland said that Lou will review it tomorrow.

Tom Muleau said that Kauffman Road has three-foot cracks on each side of the road and needs to be repaired. Mr. Muleau stated that he doesn't think the Township should pay for these repairs. Mayor Nyland will call Fish and Game and ask who would be responsible for the repairs.

Mayor Nyland told Mr. Banghart that he spoke to Lt. Kaufmann and the owner of the tow-truck might be relocating his truck. Mayor Nyland thanked Lt. Kaufmann for doing extra work to try to solve this problem for all involved.

Mayor Nyland asked that all residents take pride in their property and maintain it.

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: Litigation-ERG Property, Attorney-Client Privilege-Land and Personnel Matter.

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 Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to enter into Executive Session at 7:30 PM.

On motion by Mr. Ryan, seconded by Mayor Nyland and passed unanimously on roll call vote to enter into open session at 8:10 PM. No Action was taken.

On motion by Mayor Nyland, seconded by Mr. Ryan and passed unanimously on roll call vote to adjourn the meeting at 8:15 PM.

Sheila L. Oberly, RMC

