

TOWNSHIP MEETING
August 28, 2019

The Township meeting of the Township Committee of Oxford Township was held on August 28, 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 7:05 PM.

Jeff Magdon, from Brennan, LLC gave a presentation and update on Oxwall.

Preliminary Assessment (PA)

- October 2016, PA Report identified several areas of concern (AOCs) at the site that warranted investigation

Site Investigation (SI)

- July 2016 to October 2016, soil and groundwater sampling was conducted
- Samples analyzed for contaminants related to petroleum, solvents and other chemicals used in the former manufacturing
- Laboratory analysis detected contaminants consistent with the substances used by the former operator-petroleum products, solvents and metals

Remedial Investigation (RI)

- June 2018 to November 2018, RI activities were conducted.
- Membrane Interface Probe (MIP) investigation
- Collected soil samples at select MIP locations and at previously detected soil contamination
- Installed six permanent groundwater monitoring wells
- Collected one round of groundwater samples
- Excavated soil where underground storage tanks (USTs) and subsurface anomalies were identified during the PA and SI

MIP

- MIP boreholes were installed across the site to 24.0'-50.0' deep
- Identified 2 separate groundwater contamination plumes
- Northern plume generally present at 8.0'-22.0' deep

- Central plume generally present at 15.0'-30.0' deep

Soil Sampling

- Soil contamination was delineated in some areas for some contaminants
- MIP-biased sampling confirmed impacted soil is generally located 8.0'-22.0' deep towards the northside of the site
- MIP-biased sampling confirmed impacted soil is generally located 15.0'-30.0' deep towards central portion of the site

Groundwater

- Six permanent monitoring wells were installed throughout the site
- Collected one round of groundwater samples from each well for analysis
- Laboratory analysis confirmed groundwater contamination
- Groundwater contamination has not been fully delineated horizontally or vertically
- Groundwater contour is generally towards the north

UST/Subsurface Anomalies

- Wastewater Collection Pit and features associated with the 10,000-gallon UST were unearthed
- Test pits excavated on the southeastern portion of the site at the suspected 550-gallon No. 2 Heating Oil UST and the 10,000-gallon UST were limited by the poured concrete floor of the former factory building

Mayor Ryan spoke to Rachel at NJDEP and she confirmed that there is funds available through EDA (Economic Development Authority) for the next phase. NJDEP will not fund the clean-up, the Township would have to get a grant or fund the clean-up themselves.

Mr. Magdon estimated that the next phase would cost between \$200,000 to \$250,000.

Mr. Norton asked "who applies-how much are the grants that are available, how long does it take from applying until the money is received and how can the Township move forward?"

Mr. Magdon answered that he would go first to EDA and then to NJDEP-it is a lengthy process and would probably take eight months to a year.

The Committee thanked Jeff Magdon for attending the meeting.

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to authorize Mr. Brennan and Mr. Finelli to proceed and to continue looking and applying for grants to clean-up the Oxwall property.

Meeting Minutes:

On motion by Mr. Norton, seconded by Mr. Nyland and passed unanimously on roll call vote to approve the July 1st Township and Executive Session meeting minutes and July 17th Township meeting minutes.

Ordinances:

Ordinance 2019-04-Bond Ordinance-\$340,000 For Acquisition of a Tanker Pumper was read by title on second reading and opened for public comments.

Mrs. Hissim asked if the old tanker truck could be refurbished. Chief Mack answered that it would cost too much money.

The public comment period was closed

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Ordinance 2019-04.**

Ordinance 2019-05-Bond Ordinance \$220,000 for Acquisition of a Garbage Truck was read by title on second reading and opened for public comments.

The Committee discussed the amount of the down payment.

There were no comments, the public comment period was closed

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Ordinance 2019-05.**

Resolutions:

Mayor Ryan stated that **Resolution 2019-45** will be tabled until the end of the meeting.

RESOLUTION-2019-46

**AMENDMENT TO THE
CAPITAL BUDGET-OVFD-TANKER**

WHEREAS, the Township of Oxford, County of Warren, desires to amend the 2019 Capital Budget of said municipality by inserting thereon or correcting the items therein as shown in such budget for the following reason:

Acquisition of Tanker Pumper

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford of the County of Warren, as follows:

Section 1. the 2019 Capital Budget of the Township of Oxford is hereby amended by adding thereto a Schedule to read as follows:

**AMENDMENT NO. 1
CAPITAL BUDGET OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN
Projects Schedules for 2019
Method of Financing**

<u>PROJECT</u>	<u>ESTIMATED</u>	<u>CAPITAL</u>	
<u>NOTES/BONDS</u>	<u>GENERAL COST</u>	<u>IMPROV.</u>	<u>NOTES</u>
As Listed Above -	\$340,000	\$100,000	\$240,000

Section 2. The Clerk be and is authorized and directed to file a certified copy of this resolution with the Division of Local Government Services, Department of Community Affairs, State of New Jersey, within three days after the adoption of these projects for 2019 Capital Budget, to be included in the 2019 Capital Budget as adopted.

RESOLUTION-2019-47

**AMENDMENT TO THE
CAPITAL BUDGET-GARBAGE TRUCK**

WHEREAS, the Township of Oxford, County of Warren, desires to amend the 2019 Capital Budget of said municipality by inserting thereon or correcting the items therein as shown in such budget for the following reason:

Acquisition of a Garbage Truck

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford of the County of Warren, as follows:

Section 1. the 2019 Capital Budget of the Township of Oxford is hereby amended by adding thereto a Schedule to read as follows:

**AMENDMENT NO. 2
CAPITAL BUDGET OF THE
TOWNSHIP OF OXFORD, COUNTY OF WARREN
Projects Schedules for 2019
Method of Financing**

<u>PROJECT NOTES/BONDS</u>	<u>ESTIMATED GENERAL COST</u>	<u>CAPITAL IMPROV.</u>	<u>NOTES</u>
As Listed Above -	\$220,000	\$20,000	\$200,000

Section 2. The Clerk be and is authorized and directed to file a certified copy of this resolution with the Division of Local Government Services, Department of Community Affairs, State of New Jersey, within three days after the adoption of these projects for 2019 Capital Budget, to be included in the 2019 Capital Budget as adopted.

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve **Resolution 2019-46 and Resolution 2019-47.**

Matthew Hall, Borough Manager of Washington Borough and Robbie Lagonera, Animal Control Officer attended the meeting to discuss a Shared Service for the position of Animal Control Officer. Mr. Hall stated that there are nine townships in the shared service agreement and each township pays \$10,000.00 a year for Animal Control Services.

The Committee decided to discuss the Shared Service for Animal Control Officer at our next Township meeting.

Mr. Magnuson, Superintendent of Oxford School talked about the Safe Route to School grant. (SRTS). He stated that the school spent eight months last year doing a travel plan, took pictures and submitted them to NJDOT. NJDOT approved the travel plan.

In the next couple months grants will be available in the amount of \$5,000 to \$10,000.00 which would be used to get additional clothing, and new signs for the Crossing Guards-these grants are not really for sidewalks.

Mr. Magnuson stated a chain-link fence was erected on school grounds that separates Church Street and the Playground. The cost was \$8,500.00 and came in under budget.

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve and authorize the Mayor to sign the Midwest Fire Contract to purchase the tanker for the Oxford Fire Department.

The Jackson Valley Rod and Gun Club asked if any land was available for hunting in Oxford Township that their club could lease for hunting.

The Committee stated that there is no land available at this time for another Hunting Club to utilize.

Eddy Patient asked the Committee if they would give approval for clubs or groups to rent the pavilion in September and October.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to permit clubs/groups to rent the pavilion in September and/or October but the groups would cover all the costs. (Lifeguards, Water Test, etc.)

The Committee stated that all fees would be waived for the fundraiser on September 29th, Rain date, October 6th to help raise money for an Oxford Family that has requested to rent the pavilion.

Mr. Norton stated that he spoke to Dawn Stanchina, CFO about the salary for an SRO (School Resource Officer). At this time, the Township has two crossing guards and the school will hire an SRO and this person will also be the Crossing Guard in front of the school. The Township

will pay for the position of Crossing Guard and Oxford Central School will pay for the position of SRO.

On motion by Mr. Norton, seconded by Mr. Nyland to pay the same salary to the SRO when working as a Crossing Guard as the other Township Crossing Guards.

Township Committee Reports and Correspondences:

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to approve Blue Light Permit for Edward English.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to change the September 18th Township meeting to September 25th at 7:00 PM.

On motion by Mr. Nyland, seconded Mr. Norton and passed unanimously on roll call vote take \$500.00 from the Clean Community Grant and give to The Oxford Central School to help pay for the PTA's school assembly.

Mr. Nyland asked about the progress of the Clean-up of the property at 119 Belvidere Avenue.

Mr. Finelli stated that a summons was issued and the resident has to appear in court. Mr. Finelli will report back the results of the court case.

A resident complained that there is high grass on Henry Street that is Township owned. Mr. Nyland said that he will tell Lou Accetturo and have the township mow it this week.

Township Engineer's Report:

Mr. Norton asked Mr. Finelli, Zoning Officer if he followed up on the complaint of a trailer parked on Second Street. What's the status and is it a violation?

Mr. Finelli stated that he will issue a violation warning, the trailer can be parked there but cannot be lived in. The first notice issued gives 30 days to correct the violation and if there is no communication by the 31st day, a summons will be issued.

Mr. Finelli said that the Kauffman Street Scope Modification has been submitted to New Jersey Department of Transportation to be compatible with the NJDOT Grant received for Kauffman Drive.

Township Attorney’s Report:

Nothing to Report

Lt. Teter attended the meeting and read the June Statistics Report:

WASHINGTON TOWNSHIP
POLICE DEPARTMENT



MONTHLY REPORT
2019

ACTIVITY	JUNE
POLICE DISPATCHED INCIDENTS	1,724
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 71
	BOROUGH = 54
	OXFORD = 11
TOTAL CRIMINAL ARRESTS	TOWNSHIP = 26

	BOROUGH = 20
	OXFORD = 3
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 19
	BOROUGH = 13
	OXFORD = 4
MOTOR VEHICLE STOPS/COMPLAINTS	509
MOTOR VEHICLE SUMMONS	TOWNSHIP = 119
	BOROUGH = 101
	OXFORD = 33
CRIMES TO ANOTHER'S PROPERTY	58
CDS /ALCOHOL INCIDENTS	71
DOMESTIC/FAMILY ISSUES	76
ALARMS	65
EMS/FIRE CALL	212
OTHER TYPES	697

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

Mr. Teter asked if anyone had any questions or concerns and reminded everyone that if anyone had any concerns, please call the Washington Police Department.

Mrs. Hissim asked Lt. Teter to check to see if the parked car on Washington Avenue before Kent Street is parked legally. He stated he will check it out.

The Committee thanked Lt. Teter for attending the meeting.

Motion to Pay Bills:

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to pay all the bills presented and approved at the meeting.

Public Comment:

Mike Mack thanked the Committee for approving the purchase of the new tanker. He stated that the Fire Department will strip the old tanker of all the hoses and use on the new vehicle.

Mayor Ryan stated that the Committee will move back to Resolution 2019-45, Salary Resolution. He stated the Salary Resolution was tabled at the July 17th Township Meeting, to include Dog Licensing Fee in with the Clerk's salary. A RICE Notice was issued to Sheila Oberly, Municipal Clerk, to discuss the resolution and she chose to have the discussion in public.

Ms. Campbell stated "To remind everyone-This is like an Executive Session, only the Committee is going to have a discussion, not going to have a discussion with Sheila, not the public, the only discussion is up here but since Ms. Oberly asked for it in open session, she can hear the discussion and everyone else. Not taking any comments from anyone."

Mayor Ryan stated that last year, The Committee discussed that the money in the Dog Trust would be used to fund this amount-taking it out of dog licensing fees and putting it under Township Clerk-it becomes part of the general fund going forward.

Ms. Campbell asked, "Wasn't it just mentioned by Mr. Hall, Manager for Washington Borough that you cannot pay salaries out of the Dog Licensing Fund?"

Mayor Ryan stated, yes, that is what he said.

Mr. Norton asked, "What's the resolution say and wasn't this resolution approved at the December, 2018 meeting?"

Mayor Ryan asked Ms. Oberly if she had a copy of Resolution 2018-55, with her and she answered, "I do not."

Mayor Ryan then read Resolution 2018-55.

Mr. Norton stated that the Resolution 2018-55, reads that is to be included in the Clerk's salary.

Mayor Ryan said, yes but in terms of not being part but an additional responsibility per the Township Ordinance of the Township Clerk's responsibilities.

He stated that a resident sent him an e-mail stating the duties of the Municipal Clerk as per the Township Ordinance 5-17, in the Code Book-Administrative Official-issuing licenses (Dog, kennel, liquor, bingo, raffles, peddler, taxi, etc.)

Mayor Ryan said "This tells me that dog licensing is part of the job description of the Clerk and it is not additional work."

Mr. Norton asked what do we do now since you state there is conflicting verbiage?

Mayor Ryan answered that he thinks the resolution was not accurately portrayed to the Committee governing the duties and responsibilities of the Clerk.

Mr. Norton asked which one is valid or legal?

Ms. Campbell said “Decide what the Committee wants to do. -The way you pay for it, may be a problem since it cannot come out of the dog fund.”

Mr. Nyland asked how do we check and Ms. Campbell answered her office will do the research.

Mr. Norton stated that clarification is needed.

Mayor Ryan again stated that “I don’t think it’s an additional responsibility that should be compensated for because it is in the job description of the duties.

Mayor Ryan asked to table it until the next meeting on September 4th. He asked if another RICE Notice needs to be issued.

Ms. Campbell said, Yes.

On motion by Mr. Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to table this discussion until September 4th and to reissue a RICE Notice to Sheila Oberly, for the September 4th meeting.

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: Two Contractual Issues.

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 9:00 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter open session at 9:53 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to adjourn the meeting at 9:55 PM.

Sheila L. Oberly, RMC

