

TOWNSHIP MEETING

December 11, 2019

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

In attendance were Gerald Norton, Robert Nyland, Bill Ryan, Township Committee, Richard Wenner, Attorney, (arrived at 7:11 PM), Michael Finelli, Engineer and Sheila L. Oberly, Municipal Clerk.

The flag salute was recited.

Mayor Ryan called the meeting to order at 7:11 PM.

Public Hearing for Shared Services-Municipal Clerk

Mr. Wenner read a statement:

“This is a public hearing required under the Common-Sense Shared Service Pilot Act. The Township of Oxford is entering into a shared service agreement with the Borough of Washington to provide a Registered Municipal Clerk. The Township of Oxford is doing away with the position of the Registered Municipal Clerk and will be using the Washington Borough’s Registered Municipal Clerk for all the Registered Municipal Clerk’s duties as per N.J.S.A. 40A 9-133.1. The shared service agreement with Washington Borough will provide Oxford Township and designates the Washington Borough Clerk as the RMC for Oxford Township. The RMC for Oxford will remain the sole employee of Washington Borough regardless where the work is performed. Washington Borough shall be responsible for the administration, payment of salary and benefits plus Workman’s Compensation and will provide administration supervision, but will not be responsible for statutory RMC duties for Oxford Township.

The Shared Service Agreement starts January 1, 2020 and ends December 31, 2023 except if terminated earlier as per the agreement.

Oxford Township will pay Washington Borough for compensation for use of the RMC, \$23,333.00 per year and each year afterwards.”

Mayor Ryan stated that in the shared service agreement it states that Oxford Township will pay Washington Borough \$17,500.00 per quarter.

Mr. Wenner continued and stated that “The Township will save in 2020, \$60,000.00 as it relates to the position of RMC. The current Oxford Township Clerk was notified by a letter that her position was being terminated, provided a copy of the agreement and a calculation of the cost savings associated with the agreement. The Township will now open the public hearing on the Shared Service Agreement.”

Mayor Ryan asked if anyone had any comments.

Ms. Oberly stated she had a statement that she would like to read.

“Over the last few meetings, the Township Committee has had a discussion to eliminate the full-time position of the Municipal Clerk/Registrar and enter into a Shared Service Agreement under the “Common Sense for Shared Services Act.

This act was introduced by then Governor Christie, but only in seven out of the twenty-one counties in New Jersey. These counties were chosen to represent a sampling of rural, suburban, and urban counties in New Jersey as a Pilot Program to allow for the elimination of any of the four statutory appointed employees that are required by law in every one of the 565 municipalities in the State of New Jersey. The intended purpose of this act is to reduce local expenses funded by the property taxpayers. Such dismissal shall be deemed to be in the interest of economy and efficiency.

I have several issues with this agreement that appears to circumvent the intent of this pilot program and I am concerned for the residents of Oxford Township who will not be better served through this proposed shared service agreement in either economy or efficiency as the law requires.

That being said, it is my position as the Municipal Clerk that the Committee wishes to eliminate.

Please note that the State of New Jersey recognizes that the Municipal Clerk holds one of the most important positions in Municipal Government, so important in fact that the Clerk’s position was created by the legislators of the State of New Jersey. The Municipal Clerk is the very core of the successful operation of all municipal governments.

This pilot program has strict regulations-the most important is that this can only be accomplished if it is for **Economy and Efficiency.**

Let me address **Efficiently:**

With this agreement, Washington Borough will provide an Administrator, a Municipal Clerk/Registrar and Deputy Clerk (Is the Deputy Certified?) to Oxford for a total of 36 hours a week but only 18 hours will be spent in Oxford and those 18 hours will be split between 3 employees. That does not in any way shape or form improve efficiency. Also, Oxford residents may go to Washington Borough when no one is in the Oxford Township building. How is that at all helpful when all the records are to maintained in Oxford?

That is NOT efficiency. I currently work 35 hours per week on providing the services of a Municipal Clerk, not an Administrator who cannot perform the work of a licensed clerk and a Deputy Clerk who is not licensed to perform all the duties of a Municipal Clerk.

These hours are proposed to be provided ONLY three days a week-again this is not EFFICIENCY. I feel the residents of this township will surely be disappointed and aggravated when they come to the building for a service that only is available 18 hours a week, on certain days and also in addition, no guarantee that their questions will be answered or that services will be provided.

Currently, while I provide 35 hours a week, plus, as your Municipal Clerk, I also provide services to the residents for numerous part-time departments, improving the overall operation of the Township.

As an example:

I can proudly say that I do my best each and every day to assist the residents of Oxford including assisting the other offices by taking tax and sewer payments, accepting Farmland Assessment paperwork for the Tax Assessor, submitting invoices to the CFO, taking calls to report issues to the DPW, disperse all mail coming into and going out of the building, answering phone calls in an effort to make sure those calls get to the proper departments and to provide common knowledge to those questions proposed by callers, etc.. These and much more assistance is provided within those 35 hours per week versus 18 hours per week.

Also, this agreement will not accomplish a reduction in the resident's property taxes.

Again, tell me how this is more efficient!

The other requirement of the Shared Service Agreement is **Economy.**

With this agreement, Oxford will pay Washington Borough \$70,000.00 a year payment (\$17,500.00 a quarter) for three part-time employees, two positions Oxford has never had- Administrator or Deputy Clerk. The Township of Oxford is now creating two new positions.

The proposed savings in the agreement states that the amount is to be \$60,000.00 a year. How was this amount calculated? Are there other services to be provided to the Township? If so, what are they and shouldn't they be provided in this agreement that the Township of Oxford is expected to execute?

How does that correlate back to the requirement of **Efficiency** as it relates to the reduction in services provided by the Municipal Clerk? Is this proposed agreement missing information? Additional Benefits? Additional Costs?

As a resident of this Township, I would be concerned with the dollar to dollar value that would be provided. Are the residents really being served fairly? Did the Committee provide each resident a fair notice of this monumental decision to take away the only full-time position in the Municipal Building for what they propose economy and efficiency?

Furthermore, where is the saving coming from, I have been provided no breakdown and there is none in the agreement-just a number of \$60,000.00.

I would think that the residents are entitled to see the savings in black and white-anyone can put forth a number!

What savings in taxes will this provide to each taxpayer in a reduction on their tax bills?

Shouldn't a decision made by these three Committeemen be placed on the ballot for all the residents to vote on? It also makes me question the real intent of the action of the Committee.

There could have been many more avenues to take if this Committee was looking to provide savings to the Taxpayers without reducing services and before making such a drastic decision of this magnitude.

I urge you, Mayor and Committee members to do what is best for the residents that elected you to serve in their best interest and not to be penny wise and pound foolish. At best that is what will be saved at a great disservice to the residents.

I thank you, the taxpayers of Oxford for allowing me the honor of being your Municipal Clerk for the last fifteen plus years.

Bill Ahern, stood up and stated that he agreed with Ms. Oberly's statement and does not see where the Township is saving \$60,000.00.

He read the following statement:

"My reason for being here tonight is to question why the Township is terminating one of its senior workers who has been working for the Township for fifteen years and replace her with a person from another Township. I am talking about Sheila Oberly. Why isn't Mrs. Oberly doing the shared services in both towns? Who is getting the new position?

Will the Shared Service really save \$60,000.00 and if so how?

There will be an Administrator and support staff, why isn't Mrs. Oberly getting this job?

Exactly how much will the Administrator and his support staff be paid? Again, why isn't Mrs. Oberly getting this job?"

Mayor Ryan stated-"We are looking at Shared Service because the township is losing 24% of revenue and looking for ways to cut cost-this is one-the Clerk's position would cost \$24,000.00 a year with this shared service agreement and the clerk's position now is costing a total of \$90,000.00 with salary and benefits and the Township is pending \$60,000.00 to Washington Borough for the Shared Service."

Mrs. Oberly interjected and said it's \$70,000.00 a year you are paying to Washington Borough.

Mr. Wenner stated "The Township is paying \$17,500.00 a quarter to Washington Borough but not just for a clerk, township is also getting an Administrator and a Deputy Clerk which would be a savings because the amount is \$70,000.00 flat, no pension, Workman Compensation, anything associated with employee cost, Washington Borough will pay. The Township is getting three services for the cost of less than one. I believe that was the motivation behind the Committee exploring the Shared Service Agreement."

Mrs. Oberly announced that there are copies of the Shared Service Agreement in the back of the room.

Mayor Ryan stated- "read the shared service agreement Section 7A Compensation."

Mr. Ahern continued "In Article 15, Section C, it mentions that: In terms of this agreement if any of the individuals during the term of this agreement cease to be employed by Washington Brough, then Washington Borough will immediately notify Oxford Township of that fact where upon Oxford shall have the option of immediately terminating this agreement, with compensation to be prorated accordingly, or of having its service performed by Washington Borough's new employees in accordance with the terms and conditions of this agreement.

Why is Mrs. Oberly completely left out of this equation?

In Item 6, it mentions that there will be a minimum numbers of hours per week and it states in 6D of the agreement that in either municipality the hours may fluctuate meaning that you really don't know how many hours this person will work.

You say this agreement is to save the Township, money and yet you pay the person who will be training for Clerk's job, \$55.00 per hour even though this person will probably not work a full 40- hour week. Just as an example the wages you are paying this person averages out to in a 40-hour week to \$2,200.00 or \$114,000 yearly. It doesn't seem to be good money management there, even though it is a temporary job. Why \$55.00 an hour? Mrs. Oberly already knows the job, why are you training someone else to do the job and paying more?

In closing, I'd like to say that Mrs. Oberly is being treated unfairly to say the least. She has been working in this Township for the last 15 plus years and is very well liked by everyone I have talked with about this situation. Just so you know that all of my neighbors are resentful that this is happening to her and they agree with my opinion.

Mrs. Oberly should not have her job taken away from her due to the assertion that this Shared Service Agreement states the savings of revenue for the Township. There seems to be some vague language here-for instance the possibility of additional hours and also not knowing in reality if this job can be performed by one person and still complete the services and take care of all the needs of the residents properly. If Mrs. Oberly is in fact terminated, then I would suggest to her and assist her if necessary, to get an attorney and to sue the Township for discrimination. I would also suggest to her to make a complaint to the Labor Board.

I want to say, that it is inhumane to take away a person's job and leave her to fend for herself after that person has performed her duties successfully for 15 years. The amount of money that will be saved by the Township will be minimum, it will amount to a few dollars to each resident and I for one will not want to share the quilt of what we did to Mrs. Oberly and her family at this stage of her life. If her position is to be abolished than be all means it should be done by attrition.

Thank you for your time.

Doug Ort stood up and asked "Since we are not going to have a Registered Municipal Clerk in town, how are we going to get any paperwork because the Deputy Clerk and Administrator is not certified? How are the residents going to get any documentation?"

Mayor Ryan: "Such as?"

Doug Ort: "Anything, such as marriage licenses? We would have to go to the Borough and then she would have to drive over here and get it?"

Jerry Rowe: "Sheila represents the residents. My wife was a tax collector for over 33 years and she wasn't replaced and you shouldn't replace her, the Clerk, she should have something to say about it.

Bill Ahern asked "What is each taxpayer going to save? Did you figure that out?"

Ms. Oberly answered "Each resident would save approximately \$10.00 per year on their tax bill."

Jerry Rowe: "Mayor, did you hear that, that is really wrong."

Doug Ort: "Can I get an answer to my question?"

Matt Hall: "Paperwork that is certified by the Clerk, the Clerk doesn't have to be physically here in order to certify anything. The people here would be able to take marriage applications, death certificates and other applications. The Clerk will be in Oxford certain times in the week to certify all that. You don't need to physical sit down with that person and have them sign it in front of you and seal it."

Doug Ort: "But now if we need something in an emergency situation, Sheila is here. Your Clerk will not be, as the Attorney stated, she can be sitting in Washington Borough and be collecting her hours on Oxford time. There is stuff here that Sheila can pull out right away, where now we will have to wait for the Clerk from the Borough to send someone here and even if that someone is here, get it to the Washington Borough Clerk, so we can have a copy. You as an administrator cannot hand it out, your deputy that's not registered cannot hand it out."

Matt Hall: "I can't think of a piece of paper by law that cannot be handled by someone other than a Registered Municipal Clerk.

Ms. Oberly answered, "Yes there is paperwork that only a Certified Registrar can have access to: Marriage, Death and Birth records.

Matt Hall: "You may not be able to do the actual forms but you can take the paperwork.

Ms. Oberly: "No, and if you could take the paperwork, then run it over to the Borough. That's a service?"

Doug Ort: "I want to say that I am against this, and also Bill, you are done in 20 days, I think it's wrong to do it."

Mayor Ryan: "Thank you for your input. Any other questions or comments?"

Helen Diaz: “I have lived in Oxford Township for 35 years. A couple of things, I would like to say-Mostly Municipal Alliance-I have worked with Sheila and I like that there is a full-time clerk available-I come on my lunchbreak, and sometimes after work and Sheila has always been available and very helpful. When I started doing the Municipal Alliance paperwork, it was so overwhelming and if it wasn’t for Sheila and Dawn, not sure I would have continued to do it. Sheila has been a real asset to me. When I moved here, there was a part-time clerk and as a part-time employee, and it is very difficult getting things done and now to have someone here that knows the Township, the residents and the laws and from the Alliance’s standpoint and as a resident, we need someone here full-time to support the community and be available.”

“I realize that we are paying Washington Borough \$70,000.00 a year, which I am surprised by that figure honestly and to only have someone in the building Monday, Wednesday and Friday and then to find out that person is elsewhere and now you took off work from your job and have to come back. It is really an asset to have Sheila as a full-time employee that knows the job. Were there any other considerations made to save money beside the Clerk’s position? It seems to me this decision came on quickly: need money, let’s do this. I felt the same way when you did the garbage fees-all of a sudden, we need money and now we have a garbage fee. Just curious, have you looked at other options to save money and is there a hard-core deadline by the end of December to make this change.?”

Mayor Ryan: “We lost \$660,000 in revenue when Covanta pulled out. We have been looking at ways to offset some of that but most of it will be passed onto the taxpayers. So, any savings we can find, we have been discussing with other townships, possible shared services. If we don’t find ways to offset it, on an average home, it will increase taxes \$600.00 a year. The problem with Oxford, there is no ratables, so it all gets passed to taxpayers. Oxford has a surplus of a little under one million which will carry Oxford for the next few years but when the surplus is gone, we will be applying for transitional aid with the state which just prolongs it and allows it to be phased in over time.

Helen Diaz: “Do we have a say what we want to give up for that amount of money?”

Mayor Ryan: “The way we look at it, it is a \$30,000.00 savings and are looking at other avenues to save more. The more we can save on a cumulative basis is less of an impact on the taxpayers. Having someone here, Monday, Wednesday, Friday-have to work out the hours. Also, the Tax Assistant is here a half day Thursday. We know its an impact on the Township, so if someone can’t get here Monday, Wednesday or Friday, the alternative is to drive 3 miles to Washington Borough.

Helen Diaz: “What was the reasoning?”

Mayor Ryan: “Looking for ways-we talked to different towns about shared services and this opportunity came up and we decided that it made sense to the township.

Helen Diaz: "I am very sad about it; Oxford had a good thing going and I would not like to see Sheila go-very comfortable in town and know so many people and now have to go to Washington Borough. I think its very unfortunate that this is where you are pulling funds from-this is a very important position." Thank You

Doug Ort: "Have you looked into disbanding Oxford and merging with another Township? We are never going to get ratables and never going to fix \$600,000. Why aren't we going with White Township, and say that Oxford Township is now White Township? Stay away from Washington Borough because they are broke and Washington Township spends money like crazy. Liberty or White Township is the only two townships that actually fit with Oxford Township."

Mayor Ryan: "There is an Organization called Courage to Connect-a non-profit organization that helps towns look at that. Mr. Norton has a meeting with them and the Warren County Freeholders. We have discussed mergers-a lot goes into it-look at the debt service, tax rate of different towns and if it makes sense for Oxford Township to do it."

Matt Hall: "All employees will be accessible by telephone or e-mail at any time. You have a question for the Township, don't have to come in, just e-mail or call."

Ms. Oberly: "All the records are here in the Township; you can ask questions by phone or e-mail but you will still have to go to the Municipal Building for the records."

Helen Diaz: "Feels like we are going away in a sense-no police department anymore and now we are not going to have a clerk."

Don Niece: "I kind of support this idea-township in dire financial situation. I think the clerk's job is not a full-time job in Oxford, however we can cut her hours but by law not her pay, so let her sit there. We talk about three days a week, minimum of 18 hours, there will be an adjustment period obviously but I think there a lot of merit in this consent and hopefully we can find some more shared services agreements to save more money. We will never replace Covanta's money-good chance down the road, there could be a merger. Committee should be commended on ways to save money and this is one."

Mayor Ryan: "A merger is something that the Township would vote on."

Bill Ahern: "I agree with you about saving money but not at the expense of someone's livelihood. She is at the end of her working career, within some years and she's going to lose her job and I don't think we should take a person's job since you are bringing other people in here, like the Administrator and his support group. Why can't she be the Administrator and Clerk? Give her that job. I don't like paying taxes either but you see one person on the road digging a ditch and four others are standing there. Things should be corrected-not taking someone's job away-that's traumatic."

Mr. McGuire: "I lost my job through shared service and wasn't even given notice.

Bill Ahern: "Did they put someone else in your job?"

Mr. McGuire: "No, they eliminated the job.

Bill Ahern: "That's a different story, they didn't replace you. Look around there's other places you can save money besides terminating someone after fifteen years, especially when you are going to hire other people to do the job, makes no sense- it's cruel."

Mayor Ryan: "The clause in the agreement states thirty days if not working-this agreement can be terminated and within two years, Sheila would get her position back.

Bill Ahern: "Would she can back pay?"

Mr. Wenner: "No, she would get her position back with tenure. She would not have to be reappointed.

Bill Ahern: "Can you imagine the anxiety that she will go through for two years?"

Jerry Rowe: "When you call places, you go through ten robots and still do not get the person you are calling and that's how it's in the Borough now and how it will be here."

Helen Diaz: "If she is terminated, will she be entitled to receive vacation, sick, time that she has accrued over the years?"

Mayor Ryan: "Whatever is in the Personnel Policy, she will be entitled to get, off the top of my head, I don't know what that is."

Don Niece: "Quick question, on Article 17.5 of the agreement, is the amount flat and locked in for three years?"

Mayor Ryan: "Yes."

Jim Williams: "As a past Committeeman, I am familiar with the budget process and finances you have which is very limited and start looking at processes and how to save money. You are on the right tract, and I approve of your decision and look at other ways to cut revenues-it's tough-not a lot to work with. Rough to lose your job, but have to look out for the taxpayers."

Mayor Ryan asked if there were any more questions.

Public Comment Closed.

Meeting Minutes:

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to approve the November 6th and November 15th meeting minutes.

Ordinances:

None

Resolutions:

RESOLUTION 2019-57

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF OXFORD APPROVING LIQUOR
LICENSES FOR THE PERIOD OF JULY 1, 2019 TO
JUNE 30, 2020 FOR THE FOLLOWING LICENSES**

WHEREAS, the liquor licenses noted below require approval for the period July 1, 2019 to June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Oxford that the following liquor licenses be and hereby are approved for the period July 1, 2019 to June 30, 2020.

<u>License No.</u>	<u>Licenses</u>	<u>Type of Licenses</u>
2117-33-002-006	Top of Green, Inc.	Plenary Retail Consumption

RESOLUTION -2019-58

BUDGET TRANSFER

WHEREAS, N.J.S.A. 40A:4-58 and 59 authorizes transfers from certain budget appropriations where it is expected that it will be insufficient, and

WHEREAS, it is reasonable expected that certain appropriations will not be sufficient for contemplated expenditures;

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer of Oxford Township, County of Warren, State of New Jersey, is hereby instructed to adjust the financial records in accordance with the provision of this Resolution:

CURRENT FUND

<u>Account:</u>	<u>From:</u>	<u>To:</u>
Buildings and Grounds OE	\$1,333.33	
Computerization		\$1,000.00
Tax Assessor OE		\$ 4.81
Telephone OE		\$328.52
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TOTALS	\$1,333.33	\$1,333.33

SEWER UTILITY FUND

Sewer S & W	\$28,000.00	
Sewer OE – Misc.	\$1,615.00	
Other Expenses – Sewer Treatment Costs		\$29,615.00
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TOTALS	\$29,615.00	\$29,615.00

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Resolution 2019-57** and **Resolution 2019-58**.

RESOLUTION 2019-59

RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH THE BOROUGH OF WASHINGTON FOR REGISTERED MUNICIPAL CLERK AND OTHER ADMINISTRATIVE SERVICES THROUGH DECEMBER 31, 2023.

WHEREAS, the Common Sense Shared Services Pilot Program Act, N.J.S.A. 40A:65-4.1 *et seq.*, allows municipalities within pilot counties to share services for a municipal clerk, a chief financial officer, an assessor, a tax collector, a municipal treasurer or a municipal superintendent of public works without regard

to the strictures of tenure rights, as necessary, in order to promote and effectuate the sharing of a service; and

WHEREAS, under the pilot program, municipalities located in pilot counties may enter into shared services agreements, under current law provisions, for the services of tenured local employees, and provide for the dismissal of any tenured local employees who are not selected to be service providers under the shared service agreement; and

WHEREAS, Warren County is a pilot county under the Act; and

WHEREAS, Oxford Township desires to contract with Washington Borough for the furnishing of the services of Registered Municipal Clerk as required by N.J.S.A. 40A:9-140.1 et seq. and as hereafter set forth; and

WHEREAS, in 2018, the Township of Oxford paid conservatively \$90,000.00 for a Registered Municipal Clerk. It is estimated that the total costs to share a Registered Municipal Clerk for 2020 (the first full year of the agreement) shall be \$24,000.00. This shared service is estimated to amount to a minimum of a savings over \$60,000 each year for Oxford Township; and

WHEREAS, a public hearing was held on December 11, 2019 and a copy of this Agreement was proved to the affected employee at least two weeks before the public hearing in accordance with N.J.S.A. 40A:65-5.

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

1. The Township Committee is hereby authorized and directed to execute the attached Shared Services Agreement with the Borough of Washington for Registered Municipal Clerk and other administrative positions in accordance with the terms and provisions set forth.
2. A copy of the Agreement shall be filed with the Township Clerk and shall be open for public inspection at the Township Municipal Building upon adoption of this Resolution.
3. The Agreement shall take effect on January 1, 2020.
4. A copy of the Agreement shall be sent to the State of New Jersey, Division of Local Government Services in the Department of Community Affairs.
5. This Resolution shall take effect immediately upon adoption according to law.

Approved,
Bill Ryan, Mayor

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to adopt **Resolution 2019-59.**

New Business:

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to advertise for a two positions-Full-Time and Part-Time Department of Public Works employee.

Adrienne Nixon, Resident asked that the Township meetings be video recorded. Mr. Nyland said he was against it. Mr. Wenner stated that the Township cannot prohibit anyone from taping a public meeting.

On motion by Mayor Ryan, seconded by Mr. Norton and passed unanimously on roll call vote to authorize Mr. Wenner to set up rules and guidelines for persons to video record Township meetings.

Review RFP's for all Professional Services for 2020

Engineer:

Finelli Consulting: \$125.00 per hour

Bond Counsel:

John Draizweicz: \$475.00 Bond Ordinance

Auditor:

Ardito-Not to exceed \$32,000, plus Court

Wielkocz-\$32,000

Attorney:

Lavery-\$125.00 per hour

Benbrook-\$3,000 a month for non-litigation services/\$36,000 a year

IT Personnel:

AARE-\$7,800 a year-\$125.00 per hour over and above services

Mr. Norton stated "that in prior meetings, the Township put our RFP's to potentially to save money and just because one of the professionals are sitting here right now, does not mean he is guaranteed a job in 2020. We are looking to every dollar and must start somewhere. Also looking at Dept. of Public Works, potentially going to lose a full-time employee, so the township will be down one employee. In my opinion, no position is safe that can be cut, will be cut. I have had conversations

with Mrs. Oberly, personally and directly and I said to her if the agreement, when it comes back wasn't what we asked for, I would not vote for it. Everyone up here has a responsibility to every taxpayer in this town, we need to start somewhere and unfortunately hard as it is, it happened, no one wants to see it but have to start somewhere. Look at the agenda, we have other revenues that could potentially becoming into the Township, as my comment earlier-ratables are dead. We should have been starting a couple years ago when there was talk that Covanta was leaving.”

Bill Ahern: “Don't you think this would be the last place you would look to terminate people? People need their jobs and talking about her particularly, that has 15 years. Do you know her financial situation?”

Mr. Norton: “No, do you know mine?”

Bill Ahern: “No, but I am not firing you.”

Mr. Norton: “You can fire me two Novembers from now. I am losing money. I own my own business and I am dedicating a lot of time to this town, if I don't go to work, I don't get paid.”

Bill Ahern: “You chose that job.”

Mr. Nyland: “She chose that position, she applied for it.”

Bill Ahern: “Yes, 15 years ago.”

Mr. Nyland: “Yes, 15 years ago she applied for the job and 15 years ago, things were different. It's a hardship, it's sad, no one wants to do it but you elected us as representatives and with Covanta going down and as Jerry said, no one is safe, looking at everything.

Mr. Norton: “It wasn't an easy decision for me, I can tell you that. Not looking at just one, looking at everything.”

Agreement for Special Services-Brian Tipton:

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to hire Brian Tipton, Attorney for any conflict of interest with Michael Lavery, Township Attorney.

Blue Light-Lynsey Bell

On motion by Mr. Nyland, seconded by Mr. Norton and passed unanimously on rollcall vote to sign the Blue Light Application for Lynsey Bell, Oxford Emergency Squad.

Transfer Lake Funds

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to transfer funds from the Lake Account to the Operating Account in the amount of \$20,453.00.

Discussion of Waiver of Fees for Garbage-Ministry of Salvation Fellowship Church

The Committee discussed their request to waive the fee for garbage collection. No motion was made.

Township Committee and Correspondences:

Mr. Norton attended the School Board meeting on November 24th and there was a discussion about doing another referendum in March, September or November, 2020. He stated there is another meeting tomorrow night in the school library at 7:00 PM to discuss the options.

Mr. Norton discussed hiring an Event Coordinator for the Township. He asked that if anyone is interested to reach out to the Committee and he will put the position on the website and Dana McGuire will put it on Face Book.

Lou Accetturo discussed replacing all the light bulbs at the Municipal Building and Dept of Public Works with LED Lighting. This would be energy efficient; the State of New Jersey will pay 80% and would cost the Township \$4,288.91. Donnelly Energy is coming to the Municipal Building tomorrow to give prices. Will need all the energy bills-gas and electric for Dept. of Public Works building and Municipal Building for 2019.

Mr. Norton asked that Donnelly Energy look at everything and then the Committee will make a decision. He asked Lou Accetturo to have all the paperwork ready and a proposal be given to the Committee for the December 18th meeting. He asked Mr. Accetturo to ask the gentleman to come to the December 18th meeting. The budget meeting scheduled for 7:00 PM on December 18th has been cancelled.

Township Engineer:

Mr. Finelli stated that the 2020 application to NJDOT, for the second section of Kauffman Road has been approved for \$165,000.00, for a total of \$321,000.00.

Mr. Finelli has sent all the paperwork to NJDOT for Section 1 and hasn't received anything back. He stated the Township can bundle Phase 1 and Phase 2 together and be done by Memorial Day.

Mr. Norton asked for an update on 119 Belvidere Avenue and 2 Second Street.

Mr. Finelli stated that the violation on 119 Belvidere Avenue has been adjourned four times in a row and still is not settled. The next court date scheduled is January 14, 2020.

Mr. Wenner will send a letter to Mansfield Court and ask that this case not be adjourned again.

Mr. Finelli informed the Committee January 4th is the scheduled court hearing on 2 Second Street.

Township Attorney:

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 at the meeting except Brennan, LLC for \$2,063.36.

Executive Session:

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: Solar-RFP, Oxford Textile Litigation, Contract-Department of Public Works-(DPW) and DPW-Full-time Employee

It is anticipated at this time that the above stated subject matter will be made public at the conclusion of the litigation.

On motion by Mr. Nyland, seconded by Mayor Ryan and passed unanimously on roll call vote to enter Executive Session at 8:50 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to enter open session at 9:52 PM.

On motion by Mayor Ryan, seconded by Mr. Nyland and passed unanimously on roll call vote to hire, Phillip Snyder at \$20.00 per hour and Ron Seip at \$18.00 per hour-two Full-Time Employees for the Department of Public Works to start on December 27, 2019.

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

Sheila L. Oberly, RMC

