

TOWNSHIP MEETING
NOVEMBER 8, 2017

The regularly scheduled meeting of the Mayor and Committee of the Township of Oxford was held on November 8, 2017 in the Township Municipal Building, at 11 Green Street, Oxford, New Jersey.

In attendance were Bill Ryan, Robert Nyland, Marc Pasquini, Richard Wenner, Michael Finelli, and Sheila L. Oberly.

The flag salute was recited.

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

Meeting Minutes:

On motion by Mayor Ryan, seconded by Mr. Pasquini and passed unanimously on roll call vote to approve the October 18, 2017 meeting minutes.

Ordinances:

No Ordinances

Resolutions:

RESOLUTION 2017-63

REFUND OF OVERPAYMENT

WHEREAS, overpayment of taxes was made by the property owner on Block 5 Lot 1 for the third quarter of 2017, and

WHEREAS, this has caused an overpayment on Block 5 Lot 1, and

WHEREAS, the property owner has requested a refund check be issued,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee authorize the Certified Finance Officer to refund the sum of \$1,287.31 to Seth G Ridner, Jr. 51 Washington Avenue Oxford, NJ 07863.

RESOLUTION 2017-64

REFUND OF OVERPAYMENT

WHEREAS, overpayment of taxes was made by the property owner on Block 24 Lot 2.03 for the third quarter of 2017, and

WHEREAS, this has caused an overpayment on Block 24 Lot 2.03, and

WHEREAS, the property owner has requested a refund check be issued,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee authorize the Certified Finance Officer to refund the sum of \$2,756.19 to Lech Szymanski of 134 Buckley Avenue Oxford, NJ 07863 whose mailing address is PO Box 293, Oxford, NJ 07863

RESOLUTION 2017-65

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>
13	6	Ricci, D & M	\$2,843.63	\$2,100.00	Ebury
31	13	Cole, J & J	\$3,703.05	\$1,500.00	FIG

RESOLUTION 2017-66

GRANTING TOTALLY DISABLED VETERAN EXEMPTION

WHEREAS, the following individuals have filed application for a Totally Disabled Veteran Exemption and;

WHEREAS, the Tax Collector has approved said applications for the 2017 tax year in accordance with N.J.S. 54:4-3.30;

NOW, THEREFORE BE IT RESOLVED, that the Township Council, of the Township of Oxford, County of Warren, State of New Jersey, is hereby authorized to cancel the below listed amounts.

Block	Lot	Name of Owner	Year	Amount
5	1	Ridner, Jr. Seth, G	2017	\$ 3,877.82
24	2.03	Szymanski, Lech	2017	\$11,341.18

RESOLUTION 2017-67

Refund of Overpayment

WHEREAS, overpayment of taxes was made by the property owner on Block 5 Lot 1 for the fourth quarter of 2017, and

WHEREAS, this has caused an overpayment on Block 5 Lot 1, and

WHEREAS, the property owner has requested a refund check be issued,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee authorize the Certified Finance Officer to refund the sum of \$1,287.31 to Seth G Ridner, Jr. 51 Washington Avenue Oxford, NJ 07863.

RESOLUTION 2017-68

Refund of Overpayment

WHEREAS, overpayment of taxes was made by the property owner on Block 24 Lot 2.03 for the fourth quarter of 2017, and

WHEREAS, this has caused an overpayment on Block 24 Lot 2.03, and

WHEREAS, the property owner has requested a refund check be issued,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee authorize the Certified Finance Officer to refund the sum of \$2,756.19 to Lech Szymanski of 134 Buckley Avenue Oxford, NJ 07863 whose mailing address is PO Box 293, Oxford, NJ 07863.

On motion by Mayor Ryan, seconded by Mr. Pasquini and passed unanimously on roll vote to adopt **Resolution 2017-63** to **Resolution 2017-68**.

RESOLUTION 2017-69

**OXFORD TOWNSHIP
WARREN COUNTY/STATE OF NEW JERSEY**

AWARD PEQUEST ROAD RESURFACING, SECTION 1

Be it resolved, that on November 8, 2017 the Township Committee of the Township of Oxford adopted this resolution to award unit bid prices for individual construction items to perform the necessary construction to complete the Pequest Road Resurfacing, a New Jersey Department of Transportation Local Aid funded project with a total project grant award in the amount of \$120,000.

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$101,081.50. The award is made to the Morris County Cooperative Pricing Council vendor, Tilcon New York, which included the following items and unit prices:

ITEM NO.	DESCRIPTION UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
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1	2" Hot Mix Asphalt (HMA) 12.5M64	1,224	TN	\$ 60.00	\$73,440.00
2	3" HMA 19M64	348	TN	56.00	\$19,488.00
3	HMA Milling Greater Than 2"-4"	1,190	SY	2.65	3,153.50
4	HMA Price Adjustment	1	LS	\$5,000.00	\$5,000.00
TOTAL					\$101,081.50

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$2,358.00. The award is made to the Morris County Cooperative Pricing Council vendor, Denville Line Painting, Inc, which included the following items and unit prices:

ITEM NO.	DESCRIPTION UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
5	4" Yellow Traffic Stripes, EPOXY method	7,400	LF	\$0.30	\$2,220.00
6	Traffic Markings, Symbols Thermoplastic	23	SF	\$6.00	\$ 138.00
TOTAL					\$2,358.00

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award a lump sum price for construction items based on a Lump Sum bid awarded at the May 17, 2017 Committee Meeting with a total cost of \$4,949.00. The award is made to the Tom Bartha and Son Excavation Inc., which included the following items and unit prices:

ITEM NO.	DESCRIPTION UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
7	Pipe Replacement	1	LS	\$4,949.00	\$4,949.00
TOTAL					\$4,949.00

RESOLUTION 2017-70

**OXFORD TOWNSHIP
WARREN COUNTY/STATE OF NEW JERSEY**

AWARD, PEQUEST ROAD, SECTION 2 RESURFACING

Be it resolved, that on November 8, 2017 the Township Committee of the Township of Oxford adopted this resolution to award unit bid prices for individual construction items to perform the necessary construction to complete the Pequest Road, Section II Resurfacing, a New Jersey Department of Transportation Local Aid funded project with a total project grant award in the amount of \$90,000.

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$83,698.05. The award is made to the Morris County Cooperative Pricing Council vendor, Tilcon New York, which included the following items and unit prices:

ITEM NO.	DESCRIPTION UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
1	2" Hot Mix Asphalt (HMA) 12.5M64	1230	TN	\$ 60.00	\$ 73,800.00
2	3" HMA 19M64	63	TN	\$ 56.00	\$ 3,528.00
3	HMA Milling Greater 517 Than 2"-4"		SY	\$ 2.65	\$ 1,370.05
4	HMA Price Adjustment	1	LS	\$5,000.00	\$ 5,000.00
TOTAL					\$83,698.05

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$2,604.00. The award is made to the Morris County Cooperative Pricing Council vendor, Denville Line Painting, Inc, which included the following items and unit prices:

ITEM NO.	DESCRIPTION UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
5	4" Yellow Traffic Stripes, EPOXY method	7,600	LF	\$0.30	\$2,280.00
6	Traffic Markings, Symbols	54	SF	\$6.00	\$ 324.00

Thermoplastic

TOTAL \$2,604.00

Be it further resolved, that the Township Committee of the Township of Oxford does hereby award unit prices for individual construction items based unit prices as awarded under the individual contracts awarded by the Morris County Cooperative Pricing Council bidding process with a total cost of \$20,750.31. The award is made to the Morris County Cooperative Pricing Council vendor, J. Fletcher Creamer & Son Inc., which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT	UNIT PRICE	TOTAL EXTENSION
7	Beam Guide Rail Galvanized		394	LF	\$25.00	\$ 9,843.75
8	Flared Guide Rail Terminal		4	EA	\$2,000.00	\$ 8,000.00
9	Beam Guide Rail Anchorage		3	EA	\$300.00	\$ 900.00
10	Controlled Release Terminal		1	EA	\$1.00	\$ 1.00
11	Controlled Release Terminal Anchorage		1	EA	\$1.00	\$ 1.00
12	Type B Attachment Modification		4	EA	\$500.00	\$ 2,000.00
13	Remove Beam Guide Rail		456	LF	\$ 0.01	\$ 4.56
TOTAL						\$20,750.31

On motion by Mayor Ryan, seconded by Mr. Pasquini and passed unanimously on roll call vote to adopt **Resolution 2017-69** and **Resolution 2017-70.**

RESOLUTION-2017-71

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>
Streets and Roads SW	\$46,000.00	
Legal OE		\$13,541.00
General Liability Insurance		\$ 152.00
Landfill/Solid Waste OE		\$ 1,000.00
Engineering OE		\$30,000.00
Workers Compensation		\$ 1,307.00
TOTALS	\$46,000.00	\$46,000.00

On motion by Mayor Ryan, seconded by Mr. Pasquini and passed unanimously on roll call vote to adopt **Resolution 2017-71.**

New Business:

Mr. Ryan stated that he will call Municipal Cards, LLC and ask them to come to the December 13th meeting.

The Township advertised on October 20th and October 27th in the Star Gazette for sealed bids for lease of Block 2, Lots 18 and 19 for hunting purpose from January 1, 2018 to December 31, 2020, to be delivered to the Municipal Clerk by noon on November 1, 2107.

The Township did not receive any bids.

The Township received two applications for the Department of Public Works Part-time position.

On motion by Mr. Pasquini, seconded by Mr. Nyland and passed unanimously on roll call vote to hire Brad Price.

Township Committee Reports and Correspondences:

Mayor Ryan stated that within the next week, he will contact the CFO and other Committee members to obtain dates to schedule the first budget meeting for 2018.

Township Engineer's Report:

Mr. Finelli stated:

HDSRF Grant-will schedule a meeting with Jeff Brennan of Brennan, LLC to discuss and execute documents needed to continue the clean-up on the Oxwall site.

Pequest Road-milling and paving of Pequest Road is scheduled for Monday and Tuesday, November 13th and November 14th.

Township Attorney's Report:

Mr. Wenner and Mayor Ryan will review the In-Rem list.

Motion to Pay Bills:

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

Public Comment:

There was no public comment, the public comment was closed.

Executive Session:

No Executive Session was needed.

Adjourn:

On motion by Mayor Ryan, seconded by Mr. Pasquini and passed unanimously on roll call vote to adjourn the meeting at 7:10 PM.

Sheila L. Oberly, RMC

Oxford Township DPW Monthly Report

November 2017

- Weekly garbage pick-up
- Implemented our weekly re-cycling pick-up
- Weekly mowing of all township properties
- Mowed all shoulders of township roads (z-turn mowers and weed whackers)
- Mowed Oxford Furnace lake dam
- Normal maintenance on pump station in Spring Meadows
- Maintenance on all trucks and prep for winter
- Start installation of salt spreaders and plows on trucks
- Have safety meeting with JCP&L and Stan Prater
- Do purchase orders for all DPW purchases
- Start clearing retention basin for Cambridge(large undertaking)
- Fill pot holes throughout town
- Turn water at lake back on for events
- Finish Fall leave clean-up
- Attended continued education classes
- Order risers for manholes on Pequest Road paving project
- Grade school parking lot
- Complete forms for Washington Twp for police during Pequest paving

Items for consideration:

- Purchase used Z-turn mower by next Spring est. \$6k
- Replace roof on municipal building
- Purchase sweeper for skid steer est. 8k (clean communities money)
- Replace grills at lake (buy in fall much cheaper) est. \$200-\$300 each
- Ford 555c backhoe needs work and refreshing to last another 10 years \$5k estimate

Other items:

- Tilcon set to pave Pequest on November 13-14
- Hire part time employee
- 153 Belvidere Ave. should not be charged sewer, fire destroyed house years ago
- Multiple unregistered vehicle parked at 7 Orams Lane`1
- House number 117 on Buckley Ave. has complaint about water going over their curb and flooding their garage. Similar issue as house number 11 on Buckley. Should we have Mike look out? Issue at 11 was never resolved.
- The bus stop located at Mine Hill Road and Academy Street has a small building for the students that are in very bad condition (see attached photos). This is to protect the students in bad weather conditions. I don't know if it is the townships reasonability to maintain. There was one on Belvidere Ave. and Snyder's Lane that we removed about five years ago. Let me know what the committee thinks we should do.
- TGM services sent over the annual preventative maintenance contract that needs to be signed. They have done a very good job.
- What is the status with the playground in Spring Meadows?

Louis Accetturo

Oxford Township DPW

Capital Improvements for 2018

- | | |
|--|-------------|
| • Purchase Case Tractor w/roadside mower | \$81,000.00 |
| • Pave downtown parking lot | 23,000.00 |
| • Install generator at DPW building | 5,000.00 |
| • Purchase Z-turn mower | 9,000.00 |