

OXFORD TOWNSHIP MEETING
August 4, 2021

The meeting of the Township Committee of Oxford Township was held on August 4, 2021 in the Oxford Township Municipal Building, 11 Green Street, Oxford, NJ.

Notice of time, date, location and agenda of this meeting, to the extent then known was provided at least forty-eight (48) hours prior to the commencement of this meeting in the following manner pursuant to the provisions of Chapter 231 of the law of 1975 “the Open Public Meetings Act”:

- Emailing to the Express Times / Warren County NJ Zoned Edition
- Posting on the Township web-site and Facebook page

In attendance was Gerald Norton and Georgette Miller, Township Committee, Matthew Hall, Township Administrator, Rich Wenner, Township Attorney, and Susan Turner, Deputy Municipal Clerk.

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 Candidate Interviews for Committee Member.

Mayor Norton moved to enter Executive Session at 6:30 PM, seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 0.

Mayor Norton moved to close Executive Session and reconvene public session at 7:47 PM. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 0.

Mayor Norton thanked all of the candidates and stated it was a tough decision to make.

Georgette Miller moved to nominate Linda Koufodontes as Committee Member. Seconded by Mayor Norton and passed unanimously on roll call vote. Ayes: 2, Nays: 0, Abstain: 0, Absent: 0.

Swearing in of new Committee Member:

Rich Wenner swore in Linda Koufodontes as Committee Member.

Meeting Minutes:

Georgette Miller moved to accept the July 21, 2021 regular meeting minutes and Executive Session minutes. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 1. Absent: 0. Motion passed.

Public Comment on Agenda items: - No comments

Ordinances – 2nd Reading/ Public Hearing:

- **Ordinance 2021-12** Fence Height – No Public Comments

ORDINANCE 2021-12

**ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF
NEW JERSEY AMENDING CHAPTER 340 ZONING SECTION 26 WALLS AND
FENCES OF THE CODE OF THE TOWNSHIP OF OXFORD TO REDUCE THE
MAXIMUM HEIGHT OF CERTAIN FENCES**

BE IT ORDAINED THE OXFORD TOWNSHIP COMMITTEE that Chapter 340, Zoning, Section 26, Walls and Fences, is hereby amended by deleting section A (4) and A(5) in their entirety and replacing as follows:

1. 340-26(A)(4) No fence in any front yard shall exceed a height of 4 feet as measured from the lowest elevation of the finished grade or from the top of the retaining wall. In the case of corner lots, such restrictions shall apply to both street frontages. No fence shall exceed 6 feet in height inside rear yards. Fences shall have a 50% minimum transparency.
2. 340-25(A)(5) Along state highways Route 31, fences up to 6 feet high are permitted in the front or the back yard of single family homes, whichever abuts the road.

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

Georgette Miller moved to accept Ordinance 2021-12. Seconded by Mayor Norton. Ayes: 2, Nays: 0, Abstain: 1. Absent: 0. Motion passed.

Ordinances-1st Reading/Public Hearing:

- **Ordinance 2021-13** – Trailer Parking at Oxford Lake –

ORDINANCE 2021-13

AN ORDINANCE DESIGNATING TRAILER ONLY PARKING ON A PORTION OF THE OXFORD FURNACE LAKE PARKING AREA AND AMENDING CHAPTER 234, PARKS AND RECREATION AREAS, SECTION 6, PARKING REGULATIONS, TO CODIFY SAME

BE IT ORDAINED by the Township Committee of the Township of Oxford that Chapter 234, *Parks and Recreation Areas*, Section 6, *Parking Regulations*, is hereby deleted in its entirety and replaced as follows:

Section 1.

§234-6. Parking Regulations.

No owner or driver shall cause or permit his vehicle to stand outside of designated parking spaces, except for a reasonable time to take up or discharge passengers or equipment. No motor vehicle shall be parked in said park areas from 1/2 hour after sunset until sunrise, except as otherwise permitted. Eleven parking spaces on the western side of the Oxford Furnace Lake parking area shall be designated as “Trailer Only” parking and shall be specifically reserved for trailers used to transport boats or other watercraft as may be permitted on the Lake. All trailers shall always remain attached to the vehicle.

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 of 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.

Georgette Miller asked if buses could park in that area instead of taking up regular car spots. Mayor Norton stated they could not, but buses usually come during the week when there are fewer visitors. Georgette Miller moved to accept Ordinance 2021-13. Seconded by Mayor Norton and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

- **Ordinance 2021-14** – Transfer of Property from Warren County –

ORDINANCE 2021-14

AN ORDINANCE ACCEPTING THE TRANSFER OF REAL PROPERTY FROM THE COUNTY OF WARREN, A PORTION OF COUNTY ROUTE 624 AND A PORTION OF COUNTY ROUTE 631

WHEREAS, the County of Warren has agreed to transfer a portion of County Route 624 and a portion of County Route 631 to the Township of Oxford as evidenced by the attached resolution of the County and map attached thereto; and

WHEREAS, the Township of Oxford desires to accept the transfer of said property and to assume ownership and control over same.

NOW THEREFORE BE IT ORDAINED by the Township of Oxford, County of Warren and State of New Jersey that the Township does hereby accept the transfer of ownership of a portion of County Route 624 and County Route 631 from the County of Warren as depicted on the attached Resolution of Warren County and map attached thereto.

Mayor Norton explained that the County transferred ownership of part of Wall Street and Washington Avenue to the Township. Oxford now owns two sides of “the Triangle”.

Georgette Miller moved to accept Ordinance 2021-14. Seconded by Mayor Norton and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Resolutions:

- **Resolution 2021-50** Kent Street Improvements Grant –

RESOLUTION 2021-50

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Kent Street Improvements project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2022-Kent Street Improvements-00087** to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Georgette Miller moved to accept Resolution 2021-50. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

- **Resolution 2021-51** Wall Street Improvements Grant –
RESOLUTION 2021-51

Approval to submit a Grant application and execute a grant contract with the New Jersey Department of Transportation for the Port Colden/Wall Street Improvements project.

WHEREAS, Oxford Township, Warren County, New Jersey has given Finelli Consulting Engineers the approval to submit this grant on the behalf of the Township of Oxford,

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Oxford formally approves the grant application for the above stated project,

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2022-Port Colden/Wall Street Improvements-00089 to the New Jersey Department of Transportation on behalf of the Township of Oxford.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Oxford and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Georgette Miller moved to accept Resolution 2021-51. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

- **Resolution 2021-52** – Mine Hill Resurfacing Award –
RESOLUTION 2021-52

A RESOLUTION OF AWARD FOR RESURFACING OF MINE HILL ROAD

Be it resolved, that on August 4, 2021 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 Resurfacing of Mine Hill Road, a New Jersey Department of Transportation Local Aid funded project with a total project grant award in the amount of \$136,700.

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 \$94,340.44. The award is made to the Morris County Cooperative Pricing Council vendor, South State Inc., which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL EXTENSION
1	2" Hot Mix Asphalt (HMA) 12.5M64	TN	1077	\$66.25	\$71,352.64
2	HMA Milling 0-2"	SY	8514	\$2.70	\$22,987.80
TOTAL					\$94,340.44

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 \$19,739.00. The award is made to the Morris County Cooperative Pricing Council vendor, Road Safety Systems, LLC, which included the following items and unit prices:

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL EXTENSION
3	Galvanized Steel Beam, Guide Rail	54	LF	\$35.00	\$1,890.00
4	Removal of Existing Beam Guide Rail	207	LF	\$7.00	\$1,449.00
5	Tangent Guide Rail Terminals (50')	4	EA	\$3,100.00	\$12,400.00
6	Beam Guide Rail Bridge Attachment	2	EA	\$2,000.00	\$4,000.00
TOTAL					\$19,739.00

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 \$1,872.06. 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 PRICE	TOTAL EXTENSION
7	Traffic Striping, Epoxy 4"	5,964	LF	\$0.29	\$1,729.56
8	Traffic Markings Thermoplastic	30	SF	\$4.75	\$142.50
TOTAL					\$1,872.06

Linda Koufodontes moved to accept Resolution 2021-52. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

New Business:

Increase Committee to 5 members – Mayor Norton stated that 81% of the towns in Warren County have 5 or 7 Committee members. Discussion covered pros and cons and the possibility of putting the question on the November election ballot. Rich Wenner investigated this and stated a petition for this change, signed by at least 15% of voters who voted in the last general election, needs to be submitted to the Town Clerk.

- Feral Cat Ordinance – Rich Wenner stated the wording of the body of the existing Ordinance is not clear about feeding on a porch. He recommends revising it to say feeding must be inside primary structure. He will prepare an amendment for the next meeting.
- Hiring Full Time DPW employee – A DPW employee, injured off the job, will not be able to work. DPW Supervisor Lou Accetturo recommend hiring Ray Haney as a full-time employee effective August 11, 2021. Mayor Norton moved to authorized Lou Accetturo to hire Ray Haney as a full-time employee effective August 11, 2021 at the rate for CDL as specified in the Collective Bargaining Agreement. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.
- Fire Department applications – The Oxford Volunteer Fire Department submitted 4 applications for new members. Georgette Miller moved to approve the Oxford Volunteer Fire Department applications. Seconded by Linda Koufodontes and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.
- Traffic lines – Georgette Miller stated a center line should be painted on the Lake Road. Many times, drivers are in the middle of the road causing unsafe driving conditions. Mayor Norton asked her to contact Lou Accetturo information on the cost.
- Rich Wenner wants to review the Spring Meadows contract before it is signed. Mayor Norton asked him to have the Certificate of Insurance changed to show Oxford Township as an additional insured.

Old Business:

- JCP &L / Ash Trees – Georgette Miller asked if there was any new information from JCP&L regarding removal of dead ash trees. Matt Hall will contact their representative.
- Website – Meeting Minutes and the calendar need to be loaded onto the new site.

Township Committee Reports and Correspondence

- Cigars and Bourbon Night – The event will be August 21, from 7 to 9 PM. Tickets can be purchased at the lake and the Clerk’s office. It was posted as a public Facebook Event.
- Sign – Georgette has a new picture for the Welcome to Oxford sign. Families have expressed interest in being included. Pictures of the Fire Department, EMS, Police Department, Oxford Central School will be included.
- Dog Park – Georgette stated the committee chose the Mt. Pisgah property for the park. She is waiting for one more fence quote and one more ground cover quote.
- Mayor Norton stated Bob Nyland’s committee assignments should be divided between the current members. He will compile a list of them and send it to Georgette and Linda to review.
- Mayor Norton stated the Lake revenue is down 32% from last year but up 50% from 2019. The Lake has been closed 20 days out of 75.

Township Administrator – Matt Hall stated the CFO advised that the bond for the basketball court can be re-appropriated for the purchase of a Mason Dump Truck. The \$30,000 approved by the Committee for the purchase of a Dump Truck will offset the amount of the bond ordinance.

Township Engineer Report:

Mayor Norton reported that NJ American Water will begin work tomorrow in Spring Meadows where they had marked caps several weeks ago.

Township Attorney’s Report:

Rich Wenner stated Bob Powell of Nassau Capital Advisors received the preliminary numbers regarding Cambridge West redevelopment. Once Rich has reviewed them, he will advise the Committee.

A prospective buyer and redeveloper of the OTI property would like to appear before the Committee on August 18, 2021 to present the redevelopment plan.

Regarding the cell tower lease, Rich stated the documents are acceptable to execute. The price is predicated on the lower amount with stipulations for the higher amount included. The closing can proceed once the documents are returned.

Motion To Pay Bills:

Georgette Miller moved to pay all bills presented to and approved by the Committee. Seconded by Linda Koufodontes. Georgette Miller moved to amend her motion to pay all bills, with the exception of the Verizon bill until it has been investigated. Seconded by Mayor Norton and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Reports: No additional reports

Public Comment: Dana McGuire asked Georgette Miller to send her a flyer for the Cigars & Bourbon Night to be posted on the Township Facebook page.

Meeting Recap: Rich Wenner – Feral Cat Ordinance, Cell Tower, Spring Meadows
Mayor Norton – Committee Assignments

Executive Session- No Executive Session

Mayor Norton moved to adjourn the meeting at 8:38 PM. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

Susan Turner, Deputy Clerk